

REQUEST FOR BOARD ACTION

AGENDA ITEMS: 3.12 AND 3.13



Engineering & Public Works Department

SUBJECT: Locust Road Reconstruction

MEETING DATE: October 23, 2018

FROM: [Brigitte Berger-Raish](#), P.E., Director of Engineering and Public Works
[Dan Manis](#), P.E., Village Engineer

BUDGET IMPACT:	Local Project Cost	\$2,443,959
	2019 Budget Amount	\$2,713,003
	Over/(Under) Budget	(\$269,044)

Recommended Motion

Move to adopt Resolution 2018-R-21 approving a Local Agency Agreement for Federal Participation and Construction Engineering Services Agreement for Federal Participation for the Locust Road Improvement Project.

Move to approve a contract in the amount of \$384,349 with BLA, Inc, Itasca, IL for Phase III construction inspection services associated with the Locust Road Reconstruction Project.

Background

The Surface Transportation Program (STP) is a program that provides federal funding for locally initiated transportation projects. In 2013, the North Shore Council of Mayors approved a five year program that includes federal funds for the reconstruction of Locust Road from Wilmette Avenue to Lake Avenue.

All STP projects are obligated to go through the following three phase process; Phase I (feasibility phase), Phase II (design phase) and Phase III (construction and inspection phase). The Phase I preliminary engineering and Phase II engineering design are complete and the project construction has been placed on the Illinois Department of Transportation's (IDOT's) bid letting schedule for November 9, 2018. Construction is anticipated to begin in March of 2019 and be substantially complete in November 2019.

Discussion

Resolution 2018-R-21 authorizes the Village President to execute the following IDOT-required standard agreements:

- Local Agency Agreement for Federal Participation
- Construction Engineering Services Agreement for Federal Participation

The Local Agency Agreement for Federal Participation outlines the federal and local cost allocations for federal projects. The Construction Engineering Services Agreement for Federal Participation is IDOT's standard agreement for Phase III construction engineering services. Both agreements are including in Resolution 2018-R-21.

Construction Engineering Services

The construction engineering scope of work includes the following tasks:

- construction administration
- full-time inspection
- quality assurance/quality control as required per IDOT Standard Specifications
- preparation of reimbursement invoicing
- preparation of IDOT-required documentation
- approval of material cut sheets
- schedule coordination
- monitor contractor's work
- verification of construction layout
- quantity measurements
- pay estimate preparation
- review/recommendation of IDOT invoicing
- tracking all additional authorization costs
- enforcing IDOT traffic control requirements
- material testing
- coordination of necessary utility relocation
- public notices/communications
- preparation of as-built plans
- audit documentation

Current IDOT requirements for procurement, management and administration of engineering and design-related services using federal funds requires local public agencies to follow a Qualification Based Selection (QBS) selection process. The Request for Qualifications was advertised on the Village and DemandStar websites. The Village received qualification proposals from 13 consulting firms.

The proposals were evaluated by a selection committee and scored on criteria which included firm qualifications and experience, technical approach, staff capabilities, specialized expertise and past performance. Per QBS requirements, the evaluation included interviews of the firms with the three highest scored proposals. The interviews resulted in the following final rankings:

Rank	Firm
1	BLA, Inc., Itasca
2	CBBEL, Rosemont
3	ESI Consultants, Ltd, Chicago

The top-ranked consultant, BLA, presented the most detailed proposal, and conveyed the clearest understanding of the project scope and federal process.

Consistent with QBS policy, the top-ranked firm provided a final scope of work and associated pricing for staff to review. Based on approved fees for comparable projects, staff determined the proposed fee to be fair and reasonable. The scope of work and fee were also reviewed and approved by IDOT. Therefore, staff recommends awarding the Construction Engineering Services Agreement for Federal Participation to BLA in the amount of \$384,349.

Budget Impact

The current, IDOT approved funding allocation for the Locust Road project is as follows:

Locust Road Cost Participation (Original send to IDOT)			
Phase	Cost	Federal Share	Local Share
Construction	\$4,327,192	\$1,405,939	\$2,921,253
Construction Engineering	\$384,349	\$269,044	\$115,305
Total	\$4,711,541	\$1,674,983	\$3,036,558

In September 2018, however, the Village requested and obtained approval from the North Shore Council of Mayor's Technical Committee for an additional \$592,599 in federal funds for this project. The resulting allocation table is revised as follows:

Locust Road Cost Participation (Revised)				
Phase	Cost	Federal Share	Local Share	2019 Budget
Construction ¹	\$4,327,192	\$1,998,538	\$2,328,654	\$2,328,654 ²
Construction Engineering	\$384,349 ³	\$269,044	\$115,305	\$384,349
Total	\$4,711,541	\$2,267,582	\$2,443,959	\$2,713,003

¹ Actual construction cost will be known after the bid opening in November.

² Includes \$927,687 for Wilmette's local construction share of road construction and \$1,400,967 for water main construction.

³ Construction engineering costs paid by Village and reimbursed by IDOT.

The original Local Agency Agreement for Federal Participation (Attachment 2) was sent to IDOT in summer prior to approval of the additional federal funds. In order to keep the project on schedule for a November letting, IDOT requested that the Village approve the original agreement and execute a change order at a later date.

Documents Attached

1. Resolution 2018-R-21
2. Local Agency Agreement for Federal Participation (BLR 5310)
3. Construction Engineering Services Agreement for Federal Participation (BLR 5611)
4. BLA Proposal
5. CIP Project Sheet

RESOLUTION NO. 2018-R-21

**A RESOLUTION ALLOCATING LOCAL FUNDS FOR THE
LOCUST ROAD IMPROVEMENT PROJECT**

WHEREAS, The Village of Wilmette is a home rule unit as authorized in Article VII, Section 6 of the Illinois Constitution and as such can perform any function related to its government and affairs; and

WHEREAS, the Village President and Board of Trustees have adopted the “Budget Officer System” as provided in sections 8-2-9.1 through 8-2-9.10 of the Illinois Municipal Code (65 ILCS 5/8-2-9.1 – 8-2-9.10); and

WHEREAS, the Village of Wilmette is attempting to improve a segment of Locust Road from Lake Avenue to Wilmette Avenue that is approximately .5 miles in length; and

WHEREAS, the Village of Wilmette secured federal Surface Transportation Program funding through the North Shore Council of Mayors to accommodate the project costs; and

WHEREAS, the federal fund source requires a local match;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Wilmette as follows:

SECTION ONE: The allocation of \$3,063,558 to pay for a portion of the Locust Road Improvement Project is hereby approved.

SECTION TWO: The Village Manager or his designee is authorized to execute all documents and take all actions necessary to carry out the purpose of this Resolution.

SECTION THREE: This Resolution shall be in full force and effect from and after its passage.

ADOPTED on **October 23, 2018**, pursuant to the following roll call vote:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____


Clerk of the Village of Wilmette, IL

Approved on October 23, 2018.

Village President

Attest:

Village Clerk

 Illinois Department of Transportation Local Public Agency Agreement for Federal Participation	Local Public Agency Village of Wilmette	State Contract X	Day Labor	Local Contract	RR Force Account
	Section 12-00195-00-PV	Fund Type STU	ITEP, SRTS, or HSIP Number(s)		

Construction		Engineering		Right-of-Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
C-91-224-13	DAE4(736)				

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "LPA", and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The **STATE** and **LPA** jointly propose to improve the designated location as described below. The improvement shall be constructed in accordance with plans prepared by, or on behalf of the **LPA**, approved by the **STATE** and the **STATE's** policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

Location

Local Name Locust Road Route FAU 1076 Length 0.5 mi.
Termini Lake Avenue to Wilmette Avenue

Current Jurisdiction LPA/ Cook County TIP Number 02-13-0003 Existing Structure No N/A

Project Description

Reconstruction of Locust Road

Division of Cost

Type of Work	STU	%	%	LPA	%	Total
Participating Construction	1,405,939	(*)	()	1,520,286	(BAL)	2,926,225
Non-Participating Construction		()	()	1,400,967	(100)	1,400,967
Preliminary Engineering		()	()		()	
Construction Engineering	269,044	(*)	()	115,305	(BAL)	384,349
Right of Way		()	()		()	
Railroads		()	()		()	
Utilities		()	()		()	
Materials						
TOTAL	\$ 1,674,983			\$ 3,036,558		\$ 4,711,541

*Maximum FHWA (STU) participation 70% not to exceed \$1,674,983

Non-participating construction consists of but is not limited to Sanitary and Water Main

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final **LPA** share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.

Local Public Agency Appropriation

By execution of this Agreement, the **LPA** attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the **LPA** share of project costs. A copy of the authorizing resolution or ordinance is attached as an addendum (**required for State-let contracts only**)

Method of Financing (State Contract Work Only)

METHOD A---Lump Sum (80% of **LPA** Obligation) _____
METHOD B--- _____ Monthly Payments of _____ due by the _____ of each successive month.
METHOD C---**LPA's** Share Balance divided by estimated total cost multiplied by actual progress payment.

(See page two for details of the above methods and the financing of Day Labor and Local Contracts)

Agreement Provisions

THE LPA AGREES:

- (1) To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, and the **STATE** and the **FHWA**, if required.
- (2) To provide for all utility adjustments, and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Agency Highway and Street Systems.
- (3) To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
- (4) To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, an addendum is required.
- (5) To maintain or cause to be maintained, in a manner satisfactory to the **STATE** and the **FHWA**, the completed improvement, or that portion of the completed improvement within its jurisdiction as established by addendum referred to in item 4 above.
- (6) To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
- (7) To maintain, for a minimum of 3 years after final project close-out by the **STATE**, adequate books, records and supporting documents to verify the amounts, 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; and the **LPA** agrees to cooperate fully with any audit conducted by the Auditor General and the **STATE**; 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 **STATE** for the recovery of any funds paid by the **STATE** under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
- (8) To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
- (9) To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.
- (10) (State Contracts Only) That the method of payment designated on page one will be as follows:
 - Method A - Lump Sum Payment. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the **LPA**'s estimated obligation incurred under this Agreement. The **LPA** will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.
 - Method B - Monthly Payments. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE**, a specified amount each month for an estimated period of months, or until 80% of the **LPA**'s estimated obligation under the provisions of the Agreement has been paid, and will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.
 - Method C - Progress Payments. Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of receipt, an amount equal to the **LPA**'s share of the construction cost divided by the estimated total cost, multiplied by the actual payment (appropriately adjusted for nonparticipating costs) made to the contractor until the entire obligation incurred under this Agreement has been paid.

Failure to remit the payment(s) in a timely manner as required under Methods A, B, or C, shall allow the **STATE** to internally offset, reduce, or deduct the arrearage from any payment or reimbursement due or about to become due and payable from the **STATE** to **LPA** on this or any other contract. The **STATE**, at its sole option, upon notice to the **LPA**, may place the debt into the Illinois Comptroller's Offset System (15 ILCS 405/10.05) or take such other and further action as may be required to recover the debt.
- (11) (Local Contracts or Day Labor) To provide or cause to be provided all of the initial funding, equipment, labor, material and services necessary to construct the complete project.
- (12) (Preliminary Engineering) In the event that right-of-way acquisition for, or actual construction of, the project for which this preliminary engineering is undertaken with Federal participation is not started by the close of the tenth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal funds received under the terms of this Agreement.
- (13) (Right-of-Way Acquisition) In the event that the actual construction of the project on this right-of-way is not undertaken by the close of the twentieth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal Funds received under the terms of this Agreement.

- (14) (Railroad Related Work Only) The estimates and general layout plans for at-grade crossing improvements should be forwarded to the Rail Safety and Project Engineer, Room 204, Illinois Department of Transportation, 2300 South Dirksen Parkway, Springfield, Illinois, 62764. Approval of the estimates and general layout plans should be obtained prior to the commencement of railroad related work. All railroad related work is also subject to approval by the Illinois Commerce Commission (ICC). Final inspection for railroad related work should be coordinated through appropriate IDOT District Bureau of Local Roads and Streets office.
- Plans and preemption times for signal related work that will be interconnected with traffic signals shall be submitted to the ICC for review and approval prior to the commencement of work. Signal related work involving interconnects with state maintained traffic signals should also be coordinated with the IDOT's District Bureau of Operations.
- The **LPA** is responsible for the payment of the railroad related expenses in accordance with the **LPA**/railroad agreement prior to requesting reimbursement from IDOT. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets office.
- Engineer's Payment Estimates shall be in accordance with the Division of Cost on page one.
- (15) And certifies to the best of its knowledge and belief its officials:
- (a) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - (d) have not within a three-year period preceding the Agreement had one or more public transactions (Federal, State, local) terminated for cause or default.
- (16) To include the certifications, listed in item 15 above, and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
- (17) (State Contracts) That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.
- (18) That for agreements exceeding \$100,000 in federal funds, execution of this Agreement constitutes the **LPA's** certification that:
- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement;
 - (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions;
 - (c) The **LPA** shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- (19) To regulate parking and traffic in accordance with the approved project report.
- (20) To regulate encroachments on public right-of-way in accordance with current Illinois Compiled Statutes.
- (21) To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with current Illinois Compiled Statutes.
- (22) To complete this phase of the project within three (3) years from the date this agreement is approved by the **STATE** if this portion of the project described in the Project Description does not exceed \$1,000,000 (five years if the project costs exceed \$1,000,000).
- (23) To comply with the federal Financial Integrity Review and Evaluation (FIRE) program, which requires States and subrecipients to justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months.
- To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.
- (24) The **LPA** will submit supporting documentation with each request for reimbursement from the **STATE**. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, and personnel and direct cost summaries and other documentation supporting the requested reimbursement amount (Form BLRS 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.

The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of this phase of the improvement or from the date of the previous invoice, which ever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed.

- (25) The **LPA** shall provide the final report to the appropriate **STATE** district within twelve months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
- (26) (Single Audit Requirements) That if the **LPA** expends \$750,000 or more a year in federal financial assistance they shall have an audit made in accordance with 2 CFR 200. **LPAs** expending less than \$750,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the **STATE** (Office of Finance and Administration, Audit Coordination Section, 2300 South Dirksen Parkway, Springfield, Illinois, 62764), within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year. The CFDA number for all highway planning and construction activities is 20.205.

Federal funds utilized for construction activities on projects let and awarded by the **STATE** (denoted by an "X" in the State Contract field at the top of page 1) are not included in a **LPA's** calculation of federal funds expended by the **LPA** for Single Audit purposes.

- (27) That the **LPA** is required to register with the System for Award Management or SAM (formerly Central Contractor Registration (CCR)), which is a web-enabled government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. To register or renew, please use the following website: <https://www.sam.gov/portal/public/SAM/#1>.

The **LPA** is also required to obtain a Dun & Bradstreet (D&B) D-U-N-S Number. This is a unique nine digit number required to identify subrecipients of federal funding. A D-U-N-S number can be obtained at the following website: <http://fedgov.dnb.com/webform>.

THE STATE AGREES:

- (1) To provide such guidance, assistance and supervision and to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Titles II and III requirements.
- (2) (State Contracts) To receive bids for the construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement, after receipt of a satisfactory bid.
- (3) (Day Labor) To authorize the **LPA** to proceed with the construction of the improvement when Agreed Unit Prices are approved, and to reimburse the **LPA** for that portion of the cost payable from Federal and/or State funds based on the Agreed Unit Prices and Engineer's Payment Estimates in accordance with the Division of Cost on page one.
- (4) (Local Contracts) For agreements with Federal and/or State funds in engineering, right-of-way, utility work and/or construction work:
- (a) To reimburse the **LPA** for the Federal and/or State share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the **LPA**;
- (b) To provide independent assurance sampling, to furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors of steel, cement, aggregate, structural steel and other materials customarily tested by the **STATE**.

IT IS MUTUALLY AGREED:

- (1) Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Buy America provisions.
- (2) That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this Agreement.
- (3) This Agreement shall be binding upon the parties, their successors and assigns.
- (4) For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT – assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT – assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** 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 (31U.S.C. 3801 et seq.). In the absence of a USDOT – approved **LPA** DBE Program or on State awarded contracts, this Agreement shall be administered under the provisions of the **STATE's** USDOT approved Disadvantaged Business Enterprise Program.

- (5) In cases where the **STATE** is reimbursing the **LPA**, obligations of the **STATE** shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
- (6) All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application.

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.

Number 1- Location Map. Number 2 – LPA Appropriation Resolution Number 3 - Cook Co Jurisdiction and Maintenance

(Insert Addendum numbers and titles as applicable)

The **LPA** further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all Addenda indicated above.

APPROVED

Local Public Agency

Bob Bielinski

Name of Official (Print or Type Name)

Village President

Title (County Board Chairperson/Mayor/Village President/etc.)

(Signature)

Date

The above signature certifies the agency's TIN number is
36-6006158 conducting business as a Governmental
Entity.

DUNS Number 069500528

APPROVED

State of Illinois
Department of Transportation

Randall S. Blankenhorn, Secretary of Transportation

Date

By: _____

Erin Aleman, Director of Planning & Programming

Date

Erin Aleman, Director of Planning & Programming

Date

Philip C. Kaufmann, Chief Counsel

Date

Jeff Heck, Chief Fiscal Officer (CFO)

Date

NOTE: If the LPA signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

Local Public Agency	LOCAL AGENCY	 Illinois Department of Transportation Construction Engineering Services Agreement For Federal Participation	CONSULTANT	Consultant
Village of Wilmette				BLA, Inc.
County				Address
Cook				333 Pierce Rd. Suite 200
Section				City
12-00195-00-PV				Itasca
Project No.				State
YEYR(117)				IL
Job No.				Zip Code
C-91-224-13				60143
Contact Name/Phone/E-mail Address				Contact Name/Phone/E-mail Address
Daniel Manis				Craig Lukowicz
847-853-7602 manisd@wilmette.com				630-438-6400 clukowicz@bla-inc.com

THIS AGREEMENT is made and entered into this _____ day of _____, _____ between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT described herein. Federal-aid funds allotted to the LPA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

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

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

Project Description

Name Locust Road Route FAU 1076 Length 0.5 mi Structure No. n/a

Termini Lake Ave. to Wilmette Ave.

Description: Phase III Engineering for the Reconstruction of Locust Road

Agreement Provisions

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT hereinbefore described and checked below:
 - ☐ a. Proportion concrete according to applicable STATE Bureau of Materials and Physical Research (BMPR) Quality Control/Quality Assurance (QC/QA) training documents or contract requirements and obtain samples and perform testing as noted below.
 - ☐ b. Proportion hot mix asphalt according to applicable STATE BMPR QC/QA training documents and obtain samples and perform testing as noted below.
 - ☐ c. For soils, to obtain samples and perform testing as noted below.
 - ☒ d. For aggregates, to obtain samples and perform testing as noted below.

NOTE: For 1a. through 1d. the ENGINEER is to obtain samples for testing according to the STATE BMPR "Project Procedures Guide", or as indicated in the specifications, or as attached herein by the LPA; test according to the STATE BMPR "Manual of Test Procedures for Materials", submit STATE BMPR inspection reports; and verify compliance with contract specifications.

- ☒ e. Inspection of all materials when inspection is not provided at the sources by the STATE BMPR, and submit inspection reports to the LPA and the STATE in accordance with the STATE BMPR "Project Procedures Guide" and the policies of the STATE.
 - ☒ f. For Quality Assurance services, provide personnel who have completed the appropriate STATE BMPR QC/QA trained technician classes.
 - ☒ g. Inspect, document and inform the LPA employee In Responsible Charge of the adequacy of the establishment and maintenance of the traffic control.
 - ☐ h. Geometric control including all construction staking and construction layouts.
 - ☒ i. Quality control of the construction work in progress and the enforcement of the contract provisions in accordance with the STATE Construction Manual.
 - ☒ j. Measurement and computation of pay items.
 - ☒ k. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - ☒ l. Preparation and submission to the LPA by the required form and number of copies, all partial and final payment estimates, change orders, records, documentation and reports required by the LPA and the STATE.
 - ☒ m. Revision of contract drawings to reflect as built conditions.
 - ☒ n. Act as resident construction supervisor and coordinate with the LPA employee In Responsible Charge.
2. Engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with the AGREEMENT.
 3. To furnish the services as required herein within twenty-four hours of notification by the LPA employee In Responsible Charge.
 4. To attend meetings and visit the site of the work at any reasonable time when requested to do so by representatives of the LPA or STATE.
 5. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without the 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 not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
 6. The ENGINEER shall submit invoices, based on the ENGINEER's progress reports, to the LPA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work completed to date. Such invoices shall represent the value, to the LPA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
 7. That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable to improvement of the SECTION; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
 8. That the ENGINEER shall be responsible for the accuracy of the ENGINEER's work and correction of any errors, omissions or ambiguities due to the ENGINEER'S negligence which may occur either during prosecution or after acceptance by the LPA. Should any damage to persons or property result from the ENGINEER's error, omission or negligent act, the ENGINEER shall indemnify the LPA, the STATE and their employees from all accrued claims or liability and assume all restitution and repair costs arising from such negligence. The ENGINEER shall give immediate attention to any remedial changes so there will be minimal delay to the contractor and prepare such data as necessary to effectuate corrections, in consultation with and without further compensation from the LPA.
 9. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LPA.
 10. The undersigned certifies neither the ENGINEER nor I have:
 - a) 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 me or the above ENGINEER) to solicit or secure this AGREEMENT;
 - b) 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) paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - d) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - e) have 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 indicted 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 (e) of this certification; and
 - g) have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.
11. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
 12. To submit all invoices to the LPA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
 13. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the work called for in the AGREEMENT.
 14. To be prequalified with the STATE in Construction Inspection when the ENGINEER or the ENGINEER's assigned staff is named as resident construction supervisor. The onsite resident construction supervisor shall have a valid Documentation of Contract Quantities certification.
 15. Will provide, as required, project inspectors that have a valid Documentation of Contract Quantities certification.

II. THE LPA AGREES,

1. To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
2. To furnish the necessary plans and specifications.
3. To notify the ENGINEER at least 24 hours in advance of the need for personnel or services.
4. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee Formulas

- ☒ $FF = 14.5\%[DL + R(DL) + OH(DL) + IHDC]$, or
☐ $FF = 14.5\%[(2.3 + R)DL + IHDC]$

Where: DL = Direct Labor
 IHDC = In House Direct Costs
 OH = Consultant Firm's Actual Overhead Factor
 R = Complexity Factor
 FF=Fixed Fee
 SBO = Services by Others

Total Compensation = $DL + IHDC + OH + FF + SBO$

Specific Rate ☐ (Pay per element)

Lump Sum ☐ _____

5. To pay the ENGINEER using one of the following methods as required by 49 CFR part 26 and 605 ILCS 5/5-409:

☐ With Retainage

- a) **For the first 50% of completed work**, and 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 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **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 the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

☒ Without Retainage

- 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 STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
6. The recipient shall not discriminate on the basis on the basis of race, color, national origin or sex in the award and performance of any 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 DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by 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 (31U.S.C. 3801 et seq.).
7. To submit approved form BC 775 (Exhibit C) and BC 776 (Exhibit D) with this AGREEMENT.
8. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Local Government Professional Services Selection Act 50 ILCS 510, the Brooks Act 40USC 11, and Procurement, Management, and Administration of Engineering and Design related Services (23 CFR part 172). Exhibit C is required to be completed with this agreement.

III. It is Mutually Agreed,

- 1. That the ENGINEER and the ENGINEER's subcontractors will maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred and to make such materials available at their respective offices at all reasonable times during the AGREEMENT period and for three years from the date of final payment under this AGREEMENT, for inspection by the STATE, Federal Highway Administration or any authorized representatives of the federal government and copies thereof shall be furnished if requested.
- 2. That all services are to be furnished as required by construction progress and as determined by the LPA employee In Responsible Charge. The ENGINEER shall complete all services specified herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
- 3. That all field notes, test records and reports shall be turned over to and become the property of the LPA and that 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.
- 4. That this AGREEMENT may be terminated by the LPA upon written notice to the ENGINEER, at the ENGINEER's last known address, with the understanding that should the AGREEMENT be terminated by the LPA, the ENGINEER shall be paid for any services completed and any services partially completed. The percentage of the total services which have been rendered by the ENGINEER shall be mutually agreed by the parties hereto. The fixed fee stipulated in numbered paragraph 4d of Section II shall be multiplied by this percentage and added to the ENGINEER's actual costs to obtain the earned value of work performed. All field notes, test records and reports completed or partially completed at the time of termination shall become the property of, and be delivered to, the LPA.
- 5. That any differences between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.

6. That in the event the engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent or inadequate, the STATE shall have the right to supplement the engineering and inspection force or to replace the engineers or inspectors employed on such work at the expense of the LPA.
7. That the ENGINEER has not been retained or compensated to provide design and construction review services relating to the contractor's safety precautions, except as provided in numbered paragraph 1f of Section I.
8. This certification is required by the Drug Free Workplace Act (30ILCS 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 State 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 or grant payments, termination of a contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but no more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership or other 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 a contract or grant of \$5,000 or more from the State, as defined in 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 the 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 five (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 of maintaining 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 by, any employee who is convicted, as required by section S of the Drug Free Workplace Act.
 - (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.
 - (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

9. 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 DOT-assisted contracts. Failure by the ENGINEER to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination this AGREEMENT or such other remedy as the LPA deems appropriate.
10. When the ENGINEER is requested to complete work outside the scope of the original AGREEMENT, a supplemental AGREEMENT will be required. Supplements will also be required for the addition or removal of subconsultants, direct costs, the use of previously unspecified staff, and other material changes to the original AGREEMENT.

Agreement Summary

Prime Consultant:	TIN Number	Agreement Amount
BLA, Inc.	36-4263432	\$367,880.93
Sub-Consultants:	TIN Number	Agreement Amount
Material Solutions Laboratory Corporation	20-5755513	\$16,468.05
	Sub-Consultant Total:	\$16,468.05
	Prime Consultant Total:	\$367,880.93
	Total for all Work:	\$384,348.98

Executed by the LPA:

Village of Wilmette

(Municipality/Township/County)

ATTEST:

By: _____

By: _____

Clerk

Title: Village President

(SEAL)

Executed by the ENGINEER:

ATTEST:

By: _____

By: _____

Title: Director of Construction Engineering

Title: President - CEO

Exhibit A - Construction Engineering

Route: FAU 1076 (Locust Road)
 Local Village of Wilmette
 (Municipality/Township/County)
 Section: 12-00195-00-PV
 Project: YEYR(117)
 Job No.: C-91-224-13

*Firm's **approved rates** on file with
 Bureau of Accounting and Auditing:
 Overhead Rate (OH) 112.70 %
 Complexity Factor (R) 0.00
 Calendar Days 275

Cost Plus Fixed Fee Methods of Compensation:
 Fixed Fee 1 ☒ 14.5%[DL + R(DL) + OH(DL) + IHDC]
 Fixed Fee 2 ☐ 14.5%[(2.3 + R)DL + IHDC]
 Specific Rate ☐
 Lump Sum ☐

Cost Estimate of Consultant's Services in Dollars									
Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead (OH*DL)	Services by Others (SBO)	In-House Direct Costs (IHDC)	Fixed Fee (FF)	Total
Phase III Engrnrng	Principal	32.00	\$70.00	\$2,240.00	\$2,524.48	\$0.00	\$21,710.00	\$3,838.79	\$30,313.27
	Dir.Constr.Engn	168.00	\$70.00	\$11,760.00	\$13,253.52	\$0.00	\$0.00	\$3,626.96	\$28,640.48
	Resident Eng II	1969.00	\$47.65	\$93,822.85	\$105,738.35	\$0.00	\$0.00	\$28,936.37	\$228,497.57
	Constr. Engnr	1001.00	\$30.42	\$30,450.42	\$34,317.62	\$0.00	\$0.00	\$9,391.36	\$74,159.40
	Public Inf Coord	84.00	\$30.65	\$2,574.60	\$2,901.57	\$0.00	\$0.00	\$794.04	\$6,270.21
Materials QA						\$16,468.05	\$0.00		\$16,468.05



BLR 05611 (Rev. 11/09/17)

Exhibit C

Federal Qualification Based Selection (QBS) Checklist

Local Public Agency Village of Wilmette
 Section Number 12-00195-00-PV
 Project Number YEYR(117)
 Job Number C-91-224-13

The LPA must complete Exhibit C, if federal funds are used for this engineering agreement and the value will exceed \$25,000. The LPA must follow federal small purchase procedures, if federal funds are used and the engineering agreement has a value less than \$25,000.

☐ Form Not Applicable (engineering services less than \$25,000)

1.	Do the written QBS policies and procedures discuss the initial administration (procurement, management, and administration) concerning engineering and design related consultant services? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																				
2.	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06(e) of the <i>BLRS Manual</i> ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, IDOT's approval date: _____																				
3.	Was the scope of services for this project clearly defined? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																				
4.	Was public notice given for this project? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Due date of submittal: <u>06/25/2018</u> Method(s) used for advertisement and dates of advertisement: <u>Village website RFQ #18144</u> <u>and emails to a list of consulting firms on 6/06/2018, and 13 qualifications were received.</u>																				
5.	Do the written QBS policies and procedures cover conflicts of interest? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																				
6.	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																				
7.	Do the written QBS policies and procedures discuss the method of evaluation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Criteria for this project</td> <td style="width: 17%;">Weighting</td> <td style="width: 33%;">Criteria for this project</td> <td style="width: 17%;">Weighting</td> </tr> <tr> <td><u>Firm Qualifications and Experience</u></td> <td><u>30 %</u></td> <td><u>Technical Approach</u></td> <td><u>30%</u></td> </tr> <tr> <td><u>Staff Capabilities</u></td> <td><u>20 %</u></td> <td><u>Specialized Expertise</u></td> <td><u>10%</u></td> </tr> <tr> <td><u>Past Performance</u></td> <td><u>10 %</u></td> <td>_____</td> <td>_____ %</td> </tr> <tr> <td>_____</td> <td>_____ %</td> <td>_____</td> <td>_____ %</td> </tr> </table>	Criteria for this project	Weighting	Criteria for this project	Weighting	<u>Firm Qualifications and Experience</u>	<u>30 %</u>	<u>Technical Approach</u>	<u>30%</u>	<u>Staff Capabilities</u>	<u>20 %</u>	<u>Specialized Expertise</u>	<u>10%</u>	<u>Past Performance</u>	<u>10 %</u>	_____	_____ %	_____	_____ %	_____	_____ %
Criteria for this project	Weighting	Criteria for this project	Weighting																		
<u>Firm Qualifications and Experience</u>	<u>30 %</u>	<u>Technical Approach</u>	<u>30%</u>																		
<u>Staff Capabilities</u>	<u>20 %</u>	<u>Specialized Expertise</u>	<u>10%</u>																		
<u>Past Performance</u>	<u>10 %</u>	_____	_____ %																		
_____	_____ %	_____	_____ %																		
8.	Do the written QBS policies and procedures discuss the method of selection? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Selection committee (titles) for this project: <u>Engineering & Public Works Director, Village Engineer, Purchasing Agent.</u> Top three consultants selected for this project in order: 1) <u>BLA, Inc.</u> 2) <u>Christopher B. Burke Engineer, Ltd.</u> 3) <u>ESI Consultants, Ltd.</u> If less than 3 responses were received, IDOT's approval date: _____																				
9.	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																				
10.	Were negotiations for this project performed in accordance with federal requirements? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																				
11.	Were acceptable costs for this project verified? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> LPA will rely on IDOT review and approval of costs.																				
12.	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																				
13.	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, record retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																				



TODAY'S DATE: 7/26/2018

**If other allowable costs are needed and not listed, please add in the above spaces provided.*

W.O. = Work Order
J.S. = Job Specific

Projected Monthly Manpower Schedule

Vehicle Costs					
Phone/ Radio		\$ /Mo		Days	
Printing Web Site Establishment		\$ 1.00 each	0 Mo	334	\$21,710.00
					\$
					\$
					\$
					\$21,710.00



Payroll Escalation Table
Anniversary Raises

FIRM NAME PRIME/SUPPLEMENT	Material Solutions Laboratory Prime	DATE PTB NO.	07/13/18 Wilmette - Locust Road
CONTRACT TERM START DATE RAISE DATE	5 7/12/2018 Anniversary	OVERHEAD RATE COMPLEXITY FACTOR % OF RAISE	180.00% 0 3.00%

ESCALATION PER YEAR

DETERMINE THE MID POINT OF THE AGREEMENT

2.5

CACULATE THE ESCALATION FACTOR TO THE MIDPOINT OF THE CONTRACT

0.63%

The total escalation for this project would be:

0.63%



Payroll Rates

FIRM NAME
PRIME/SUPPLEMENT
PTB NO.

Material Solutions Laboratory
Prime
Wilmette - Locust Road

DATE 07/13/18

ESCALATION FACTOR

0.63%

[illegible]



**Cost Estimate
Consultant Se
(Direct Labor Multiple**

PTB & Item

Date _____

0

BDE DROP BOX	ITEM	MANHOURS (A)	PAYROLL (B)	(2.80+R) TIMES PAYROLL (C)	DIRECT COSTS (D)	SERVICES BY OTHERS (E)	DBE TOTAL (C+D+E)	TOTAL (C+D+E)	% OF GRAND TOTAL
DBE	Principal	4	280.00	784.00			784.00	784.00	4.76%
DBE	Materials QA Technician	88	3,518.09	9,850.66	4,442.00		14,292.66	14,292.66	86.79%
DBE	Documentation Engineer	8	194.57	544.79			544.79	544.79	3.31%
DBE	Pick-Up Technician	12	302.36	846.60			846.60	846.60	5.14%
	TOTALS	112	4,295.02	12,026.05	4,442.00	0.00	16,468.05	16,468.05	100.00%

DBE 100.00%



Average Hourly Project Rates

Wilmette - Locust Road

Sheet 1 OF 1

BDE 021 (Rev. 2/06)
PRINTED 7/13/2018, 9:14 AM
PAGE 4

COMPANY NAME: **Material Solutions Laboratory**

PTB NUMBER: **Wilmette- Locust Road**

TODAY'S DATE: **7/12/2018**

ITEM	ALLOWABLE	UTILIZE W.O. ONLY	QUANTITY J.S. ONLY	CONTRACT RATE	TOTAL
Per Diem (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00	\$0.00
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual cost (Up to state rate maximum)			\$0.00	\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00	\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.56	\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day		14	\$65.00	\$910.00
Vehicle Rental	Actual cost (Up to \$55/day)			\$55.00	\$0.00
Tolls	Actual cost			\$0.00	\$0.00
Parking	Actual cost			\$0.00	\$0.00
Overtime	Premium portion (Submit supporting documentation)		0	\$18.32	\$0.00
Shift Differential	Actual cost (Based on firm's policy)		0	\$3.47	\$0.00
Overnight Delivery/Postage/Courier Service	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Copies of Deliverables/Mylars (in-house)	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Copies of Deliverables/Mylars (Outside)	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Project Specific Insurance	Actual cost			\$0.00	\$0.00
Monuments (Permanent)	Actual cost			\$0.00	\$0.00
Photo Processing	Actual cost			\$0.00	\$0.00
2-Way Radio (Survey or Phase III Only)	Actual cost			\$0.00	\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual cost			\$0.00	\$0.00
CADD	Actual cost (Max \$15/hour)			\$0.00	\$0.00
Web Site	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Advertisements	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Public Meeting Facility Rental	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual cost (Submit supporting documentation)			\$0.00	\$0.00
Recording Fees	Actual cost			\$0.00	\$0.00
Transcriptions (specific to project)	Actual cost			\$0.00	\$0.00
Courthouse Fees	Actual cost			\$0.00	\$0.00
Storm Sewer Cleaning and Televising	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Traffic Control and Protection	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Aerial Photography and Mapping	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Utility Exploratory Trenching	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Testing of Soil Samples*	Actual cost			\$0.00	\$0.00
Lab Services*	Actual cost (Provide breakdown of each cost)			\$0.00	\$0.00
Equipment and/or Specialized Equipment Rental*	Actual cost (Requires 2-3 quotes with IDOT approval)			\$0.00	\$0.00
Lab Services* - Core Density Determination			26	\$75.00	\$1,950.00
Lab Services* - HMA Air Voids			0	\$450.00	\$0.00
Lab Services* - AC Content (Ignition)			0	\$160.00	\$0.00
Lab Services* - AC Content (Reflux)			0	\$260.00	\$0.00
Lab Services* - AC Content (Nuclear)			0	\$210.00	\$0.00
Lab Services* - Washed Gradations			0	\$160.00	\$0.00
Lab Services* - Cylinder Compressive Strength			36	\$27.00	\$972.00
Lab Services* - Organic Content			0	\$160.00	\$0.00
Lab Services* - Atterberg Limits			0	\$160.00	\$0.00
Lab Services* - Standard Proctor			2	\$305.00	\$610.00
TOTAL DIRECT COST					\$4,442.00

*If other allowable costs are needed and not listed, please add in the above spaces provided.

LEGEND

W.O. = Work Order

J.S. = Job Specific

Statement of Qualifications

No. 18144 Locust Road Phase III Engineering Services



Village of Wilmette

June 25, 2018

CONSULTING
ENGINEERS



BLA, Inc.



June 25, 2018

Cliff Ruemmler
Purchasing Manager
Village of Wilmette
1200 Wilmette Avenue
Wilmette, Illinois 60091

Re: SOQ for No. 18144 Locust Road Phase III Engineering Services

Mr. Ruemmler:

BLA appreciates the opportunity to submit our qualifications to provide engineering services for the Village of Wilmette. BLA has the experience and expertise necessary to service the Village since we have worked on several roadway projects located in high-end residential areas surrounded by schools using federal STP funding and have the local staff available. BLA has demonstrated the ability to work with the community, contractors and municipal officials to accomplish projects on schedule and within budget.

We are giving you a team experienced in this exact type of reconstruction as our project team's resumes show because we know how important this work is to Wilmette. We would love nothing more than to work on the completion of this project and be proud to say we did to all when successfully completed. We also believe we can address any needs or emergencies quickly before they become larger problems.

Our firm would perform all work out of our Itasca office. Our mailing address and contact information is presented below:

Corporate Office
333 Pierce Road, Suite 200
Itasca, Illinois 60143
Phone: 630-438-6400

Craig A. Lukowicz, P.E.
President & Chief Executive Officer
clukowicz@bla-inc.com
630-438-6400

We acknowledge receipt and review of Addendum 01.

We sincerely appreciate the opportunity to submit our Statement of Qualifications to the Village of Wilmette and look forward to answering any questions you may have to further clarify our submittal.

Sincerely,
BLA, Inc.

Craig A. Lukowicz, P.E.
President & Chief Executive Officer

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Project Approach

Coordination of Construction Activities with Residents and Stakeholders

BLA understands the importance of communicating with a project's stakeholders before *and* during construction. Not often is a simple half mile roadway project complicated by a church, an active use park, a secondary school, a high school and elementary school district offices. This project will require constant contact between the engineer and the church, the Wilmette Park District, the junior high, the high school, the school district and the residents to coordinate construction activities to minimize the project's impact.

The Community Playfields are in use daily for children and adult recreational activities. The engineer will need to work with the Wilmette Park District to provide access to the park for the scheduled activities of the Park District's spring and fall soccer seasons as well as any park rentals or special events. Our staff can put together flyers showing where to park and how to get to these facilities during construction.

Churches do not just have Saturday evening and Sunday services; they host weddings, funerals, group meetings and fundraisers regularly. Although there is not a direct access to the Church of Jesus Christ of Latter-day Saints' parking lot from Locust Road, there is parallel parking for the church on Locust Road and Orchard Lane as well as a parking lot entrance off Orchard Lane. These areas may be needed at times during the project for large church activities. Posting parking restrictions will result in overflow parking on other area side streets which may alarm those residents; those people will also need to be informed.



Schools are not just daytime operations; they host sporting events, dances, after-school programs and musical performances. The School District 39 office conducts district business during the regular work day and the Early Childhood Speech Center classes daily and hosts School Board and committee meetings nightly. Wilmette Junior High, Regina Dominican High School and the Mikaelian Education Center (District Offices) facilities' management teams will need to be kept apprised of any potential issues that could affect access during school and office hours as well as after-school activities.

Coordinating any access issues with the residents in the project area will be critical to ensuring the public's perception of the project's success. It will require the contractor to be ready and willing to adjust timing of construction activities when conditions warrant and a resident engineer to coordinate this flexibility. BLA has this exact experience; our representative projects in this SOQ were specifically chosen because of our experience working with schools and houses of worship.

Understanding the concerns of all these stakeholders sets us apart from many engineering firms. Our track record for providing outstanding service to residents and other stakeholders' is superb. BLA staff puts in the extra effort to really listen to what the interested parties have to say. This includes performing the necessary follow-up needed so that your stakeholders are satisfied. We know that the Village expects this type of service from their consultants and we are proud that our staff excels at this type of continuous communication. We have performed this service on many projects and have received positive feedback from residents, business owners, municipal staff and elected officials.



Our belief is that the residents and stakeholders help determine the success of a project and that many construction issues can benefit from a proactive communication approach. BLA offers the services of Ashley Newton to coordinate these efforts with both the stakeholders and the Village's website. As a result of many successful municipal projects, she has gained valuable experience in this role. She can be a key part of this coordination in conjunction with our resident engineer. Ashley will play an important role in helping the resident engineer distribute project information. Her time would be on an as-needed basis so that cost is kept to a minimum.

Maintenance of Traffic

With all the various facilities in the project area, maintenance of traffic will be a crucial component of the project as it impacts the residents and stakeholders on a daily basis. The two schools, park and church all bring a high traffic volume to the project area at various times and days throughout the week. Coordinating work to ensure safe access to all these facilities during peak times will be critical.

The traffic plan for the various stages calls for one-way northbound traffic and a southbound detour. Maintenance of temporary signage and traffic control devices will be a priority in order to ensure safe travel through the project area and minimize motorists' frustration when traveling through the work zone. Driveway entrances need to be clearly delineated in order for traffic to safely exit and enter the project site.



Locust Road has a significant number of pedestrians regularly using the facilities because of the school campuses, recreational areas, the North Branch Trail and Village Center bicycle paths. BLA will work with the contractor to coordinate ADA ramp work to ensure a traversable route is maintained for pedestrians during the construction operations. This will be accomplished by limiting work areas open at one time and 'Sidewalk Closed' signs.

Ensuring access to homes at all times is a critical aspect for the residents as well as emergency services. Emergency responders must have access to the site at all times, 24 hours a day, 7 days a week. We know what it takes to accomplish this. Keeping residents informed about parking and mail delivery, how to access their residences via sidewalks or temporary paths and how long their streets and driveways will be affected is an important part of our job. Arrangements for parcel delivery and garbage pickup are also an important aspect of maintenance of traffic.

Meeting the Project Schedule

BLA understands that the project will only be seen as successful if the schedule is kept. We understand that the completion date is one of the most important aspects of this project because the public wants to know when the work will be done. This will be especially important when meeting the scheduling needs of all of the facilities located in the project area.

BLA will make sure that issues that can delay a project are addressed before they become a problem. Addressing problems early will prevent the contractor from being delayed. We know that, as a consultant, the project is our responsibility and we embrace that ownership and the effort it takes to bring our projects to a successful conclusion. BLA's inspector will work with the Village's Project Manager to facilitate timely responses to any RFIs, change orders and requests for field changes to keep the project progressing. BLA will make sure the contractor is aware of any potential utility issues so they can be accounted for during construction to prevent unnecessary delays. Our resident engineer will hold the contractor accountable to the construction schedule to ensure the timely completion of the project.



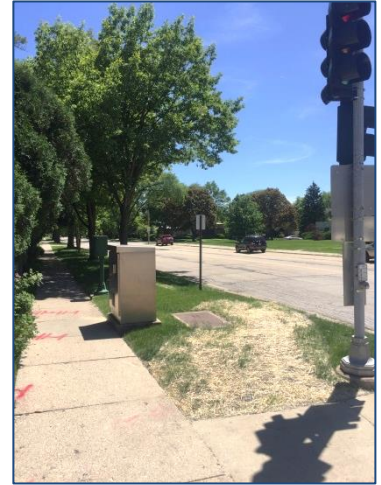
Tree Protection

Wilmette has been a Tree City USA awardee for 34 consecutive years. BLA understands the importance to the community of maintaining and protecting a high quality urban forest. There are many mature trees of various species in the project area that will need protection during the sidewalk and utility work. BLA will ensure that all tree protection is installed and maintained throughout the duration of the work and that all tree and root pruning is performed properly to reduce any impacts to the protected trees. BLA will make sure that all tree removals are completed safely and properly and that replacement trees are installed correctly and maintained until the project's completion or warranty date.

Erosion Control

Managing soil erosion is always a priority on a project of this magnitude and BLA understands the importance of erosion control on this project. We will ensure that the proper erosion control devices are installed prior to disturbing any earth. Nonetheless, it is just as critical that the contractor maintains these devices and adapts to the changing sediment control needs created as roadway excavation progresses.

BLA has a dedicated erosion control inspector in Ed Lebbos (DECI, Certified Floodplain Manager and Certified Wetland Specialist) who will independently inspect and be responsible for all erosion control aspects of the project. We use Ed because he is not involved in the daily operations of the project allowing him to lend a fresh eye every time he visits the site. Ed is very familiar with all IEPA NPDES requirements and has utilized that knowledge to implement BMPs on several successful projects in Cook County. Ed is an Illinois Department of Transportation Certified Erosion Control Inspector and Designer. He holds erosion control certifications in all counties in northeast Illinois and was on the team that developed Lake County's Stormwater Development Ordinance. Good erosion and sediment control (ESC) is more than following a plan. It is necessary to look at the work regularly and identify locations that are not working and take a corrective action right away. Ed is very knowledgeable of ESC policies and requirements in Cook County.



BLA will be diligent in inspecting and making sure all erosion and sediment control measures are installed properly according to plan. As the work progresses, we will ensure that erosion devices remain in place or are immediately repaired when damaged or not functioning properly. We will work with the contractor to make sure all erosion control devices are maintained throughout the duration of the project.



Utility Coordination

As with all projects, utility conflicts can have a serious impact to the schedule. BLA understands the importance of working with ComEd, Nicor, AT&T and other utilities to have their facilities relocated in an expedited manner. The first step is to work with the contractor to investigate any potential conflicts prior to excavation beginning. This will include investigation of any subsurface utilities by excavating (potholing) to determine the exact location of the utility. If a conflict is discovered, we will contact and establish priorities with utility companies of what areas to relocate first and work with them to schedule the relocations. We always look for ways to adjust work to avoid relocation delays.

BLA recommends a coordination meeting with the respective utility companies to identify conflicts and relocation timelines. As you know, utility conflicts are the most common reason for construction delays. Early identification of conflicts will allow plans to be modified or utilities to be relocated without delaying the schedule.

CCDD Material

Management of non-special waste soil is a priority for many construction projects generating this much soil. BLA is very familiar with the IEPA requirements regarding the handling, storage and disposal of contaminated soil. We have worked with the owner and contractor on several projects to come up with a soil management plan that would reduce the amount of material being hauled off. In the case of Locust Road, we assume there is a LPC 663/662 for the spoil leaving the project and be hauled to a CCDD or clean fill site for disposal.



ADA

ADA standards have changed over the years and with a recent emphasis on compliance and enforcement, ADA ramp construction will be a key component of the project. After building many ADA compliant ramps, we have learned that there is no substitution for an engineer with a digital level working hand in hand with the contractor while forming and pouring the ramps to make sure they go in correctly. It is essential that the BLA engineer be there to check at both of these points to get the ramp built correctly *the first time*. When contractors proceed on their own, things tend to go wrong. While the ramps are being replaced, it will be necessary to coordinate ramp removals to allow pedestrians to safely travel from one corner to the other. BLA proposes the use of temporary aggregate ramps in cases where there will be no activity for an extended duration. This will allow pedestrians to travel both directions during the project using proper signing and temporary aggregate walks.



Other Key Elements

An important component of the project is to improve aging underground public utilities. BLA will ensure this work is done according to plan, the Village of Wilmette's code and standards and the 2016 Illinois Department of Transportation's Standard Specifications for Road and Bridge Construction. The proposed eight inch watermain will be installed under the east edge of pavement and proposed curb and gutter making trench compaction critical. It is imperative that the trench backfill material is properly compacted in this location in order to avoid any future settlement. All too often, trench settlement can be seen and felt years after a project. BLA finds this practice unacceptable and will see to it that backfill material is placed in 6-8 inch lifts and compacted with equipment that will maximize the density of the aggregate being used. Bedding material needs to be properly compacted as well as the material placed on the sides of the pipe. Once the pipe is properly backfilled and compacted on each side, the contractor can proceed with the remainder of the trench backfilling operation. Properly compacting trenches takes time and effort to be done correctly. Contractors are trying to be productive and complete tasks in the quickest way possible, often times placing material in two foot lifts and running a tamper over it a few times. BLA will discuss this with the contractor to ensure they will be dedicated to putting in the time and effort necessary to provide the Village with a product that we all can be confident will surpass its expected life.

We are providing you very experienced Resident Engineer in Darren Frawley, P.E. Darren has overseen a number of watermain projects with great success. His most recent project, the reconstruction of Church Road in Bensenville, included 4,200 feet of new watermain and 54 services.

The lighting plan states that the existing light poles are to be removed and reinstalled. The existing poles are concrete and can be difficult to remove without causing damage. BLA will observe this process and inspect all poles removed and reinstalled so the poles are put back in the same condition as when they were removed.



Construction Management Approach

BLA understands that the Village, contractor and selected consultant must work together to successfully complete a project. We also understand that the Village wants a consultant that will take care of the daily concerns. BLA prides itself on providing a potential solution to any problem we discuss with a client; this project will be no different. We all understand that roadblocks will appear; BLA will provide solutions that point the way around, over or under those roadblocks to maintain progress toward our shared goals. BLA strives to work in a collaborative manner with contractors; however, we also work very hard to keep the contractor focused on the owner's goal – a project completed on time that exceeds the expectations of the Village.

Construction Team

We are fortunate at BLA to have experienced staff on hand to consistently provide a high level of professional service to our customers. The BLA team will be led by Principal Craig Lukowicz, P.E.; his 35+ years of experience in municipal and roadway engineering guides our team. One of the things we believe sets us apart is our recent addition of Kerry Field, P.E., who will serve as Project Manager. Kerry has 35+ years of construction engineering experience for both roadways and municipal services. His experience as a resident engineer and a contractor brings invaluable insight to our project management and allows him to keep our team at least one-step ahead of the contractor. As a result of this unique experience as an engineer and contractor, he understands the process from both sides and knows what to anticipate. He is well-versed in all aspects of construction, knowing the specifications backwards and forward. His experience in resolving conflicts and being able to anticipate problems before they can impact the project schedule is invaluable. This allows him to provide direction and guidance when issues arise regarding the contractor's means and methods and in interpreting the merit of contract claims.



Darren Frawley, P.E. has 15+ years of construction experience as a resident engineer and has served on a number of projects with similar work. His Western Avenue project included replacement of sanitary sewer, watermain, storm sewer and roadway widening and resurfacing. His Green Street project included replacement of watermain and patching and resurfacing of York Road and Green Street. Both projects had a strong public relations component requiring close coordination of operations for water and sanitary services as well as access management with residential and business driveways. Darren is very familiar with the latest ADA standards and had been involved with many projects that have included these types of improvements. On his most recent project, a \$4 million reconstruction of Church Road in Bensenville, there were seven intersections that included ADA improvements for both sidewalk and bike path crossings. This project also included 2,700+ feet of new storm sewer and more than 4,200 feet of new watermain with 54 service connections to coordinate with homeowners. These are just a sample of some of the projects that have gained Darren experience in construction management and observation, QC/QA materials testing and documentation control. He has served as a resident engineer on numerous resurfacing projects. His primary focus is always maintaining schedules and cost controls while removing roadblocks to progress. Public relations include visits to residents/businesses, timely responses to commuter complaints and reports to assist staff in communicating with elected officials and the public. His experience will translate very well for the Village of Wilmette on this project.

Clay Keller has nine years of experience in construction engineering and has already shown himself to be a project leader. Clay has served on a number of our projects and is very familiar with utility and roadway construction requirements and practices. He assisted Darren on Green Street and was a key staff member on our \$12 million Gary Avenue project with similar work activities including extensive storm sewer and watermain



work. Clay has successfully started to manage his own projects as a resident engineer completing a \$1.5 million drainage improvement and pavement resurfacing project in Bensenville. He always takes the time needed to speak with concerned citizens and will find ways to assist them. Residents always appear to be comfortable when speaking with Clay; his calm demeanor seems to relax them.

Ashley Newton will serve as our public information officer; she has successfully managed all our BLA public information programs. She will develop and operate a project website if desired, brochures and flyers as necessary. She will serve as the chief point of contact with the public making sure that inquiries receive a quick response.



She will also make sure answers are not too technical for people to understand. We have found that people we communicate with may not remember the website or project name, but they remember Ashley. They remember her because they always received a quick response that was understandable. Even when they are not entirely happy with the outcome/answer, they are very happy to get a professional response to their inquiry quickly.

Subconsultants

BLA proposes SEECO Consultants as the materials subconsultant for this project. Quality assurance (QA) tasks that may be required for the contract include soil sampling, aggregate sampling and materials quality assurance responsibilities for both HMA and concrete mixtures.

Schedule

It is anticipated that construction will start no later than April 1, 2019 with a project completion date of October 31, 2019. There is a significant amount of watermain to install in the first stage of the project which will require additional time to complete. The subsequent work (excavation, storm sewer, curb and gutter and paving) on the east half of the road should be complete by July 31st. The west half of the road will progress at a faster pace and will be complete by October 31st. We anticipate 15 working days for punch list and clean-up with the normal planting and striping warranty inspection to be performed the following May.



Scope of Work

Phase III Engineering

Preconstruction Meeting

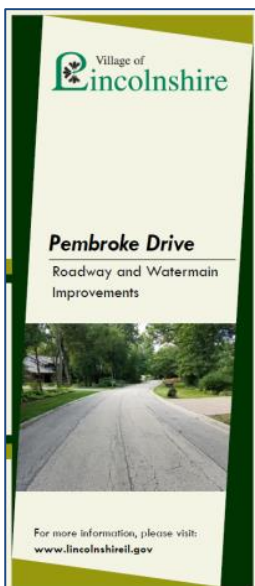
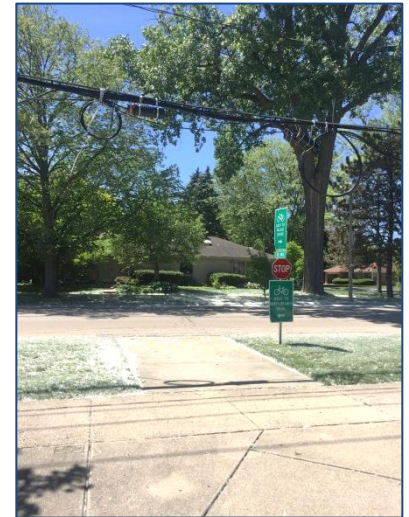
As this project is federally-funded, the preconstruction meeting will be held at IDOT. Nonetheless, we strongly recommend a preconstruction open house meeting with the local area businesses and residents. BLA will attend and be on-hand to either present alongside the Village the proposed improvements, timeline and schedule or answer questions; BLA will gather information for specific businesses regarding pickup/delivery times for commercial goods and obtain contact information for construction matters which may come up requiring specific coordination.

Public Relations

BLA will serve as the Village's on-site point of contact with residents, businesses and institutions. BLA is always available to attend public meetings and assist with the descriptions of work areas or contractor activities. Our process for communicating with the public is a wide-ranging, flexible and budget-friendly component.

Communication with the public is critical. For many people, this project will be their greatest exposure to the Village and we want to make sure it results in a pleasant and professional one. BLA staff understands that construction is an unwelcome visitor and the inconvenience of a closed driveway or sidewalk can be an added stressor. We will always work to help resolve issues first before explaining the needs of a construction activity. A helping hand often goes a long way towards making a resident/business a fan of the project and the Village. We have also found that engaging the public early is well worth the extra effort so that they know what to expect during construction.

Our approach is hands-on and in-person prior to construction. We will meet with the residents/schools/park district and explain the proposed work, how it will impact parking and driveway access and address any concerns that they might have. While most are not thrilled with the idea of having to adjust their routine, they do appreciate being given enough time to plan in advance. More often than not, Village staff will be praised by these very same residents/businesses when the project is complete, thanking them for the new roadway and the time they took to keep them informed.



BLA has performed effective public outreach on a large number of public works projects; our team will bring that experience to bear on this project for a successful public outreach effort. Our most effective tool is personal contact. We will go door-to-door to introduce ourselves and establish a professional relationship with the residents/businesses along construction zones; residents/businesses will be provided with a project information brochure.

Project Brochures/Flyers: BLA will prepare and print materials for distribution to the Village's residents/businesses to help describe and decode the construction process. Those materials will be our first contact with the affected residents/businesses, so they will not only describe the process, but will help set expectations for the specific project.

Inquiries: BLA will answer phone calls and emails from the public in a timely and easy-to-understand manner.

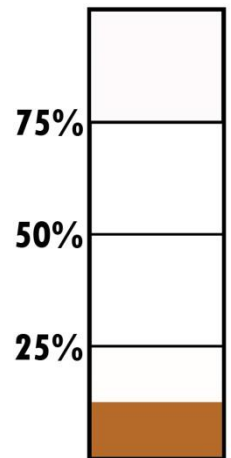
Public Awareness: Construction can have a serious impact on residents/businesses, so it is important to keep those affected informed. When BLA meets with the residents/businesses within the project limits, it is our intention to provide not only a point of contact, but a realistic set of expectations. If we can successfully communicate the extent of the work to those living/working/shopping adjacent to it, we can head off complaints/issues.

Public Coordination: During the watermain installation, we will coordinate water service shutdowns with the contractor and each resident/business. In addition, we will provide notices in advance of any work being performed that would affect access or interrupt water service. Explaining the project and the impact it may have on their access will prepare the residents/businesses for the anticipated work to be performed.

Emergency Agency and Medical Coordination: BLA recognizes that the project has to be accessible to emergency responders at all times. BLA is also aware that residents may have special needs for medical deliveries, home health care services or regular appointments for office visits; as we meet residents along the projects, we will ask questions and locate addresses with those special needs.

Progress Schedules

Contractor schedules reflect the most efficient and cost-effective method to preserve the *contractor's* bottom line; however, that may not be the best way to satisfy the *Village, the residents, institutions or businesses*. BLA will review preliminary schedules and make sure the Village's needs are being met. To that end, BLA will promote language in the contract documents that details the Village's stance. Our suggestions would be simple – contractors should not open roads for reconstruction unless their schedules then show constant and diligent work to complete the reconstruction activities. BLA will ensure the contractor schedules subconsultants in a manner that makes sense. Often times a roadway prime contractor is eager to begin removals before the underground contractor even mobilizes or the landscaping contractor is scheduled to be onsite before concrete work is complete. These are *red flags* we will identify early and coordinate throughout the project.



Progress Meetings

BLA holds regularly scheduled progress meetings to keep stakeholders updated and to promote the identification and resolution of roadblocks affecting progress. BLA generates agendas and minutes that detail the decisions made and the schedule for resolution on open items so that issues are tracked until resolved. This process identifies both the individual responsible for the decision and the required date for resolution. Minutes also include logs of open requests for information, submittals and change orders.

Progress Reports

BLA will provide the Village weekly reports to help monitor progress and locate areas that require additional effort.



Progress Documentation

BLA follows the standard IDOT procedures for documentation of construction activities. Staff will maintain diaries, field books and quantity records in ICORS and on IDOT forms. Those records will include measurements and track any potential cost changes because of quantity overruns or extra work.

Requests for Information and Submittal Reviews

BLA strives to return both RFIs and submittals to contractors within five working days. Understanding that contractors often find questions during ongoing operations, BLA uses prudent judgment and rapid escalation practices to explain situations, promote solutions and gather consensus so contractor activities can proceed.

Construction Staking

BLA resident engineers have the latest technology including GPS and other robotics to verify elevations and ensure proper placement of proposed facilities. While contractor layout will be part of the construction contract, elevations often need to be verified to confirm accurate horizontal and vertical elevations prior to acceptance and backfill. This is especially important



at curb ramps where exact grades need to be met to remain in compliance with ADA/PROWAG standards.

Construction Photography

Digital photos provide an easy way to store and retrieve a visual record of both standard work items and extra work. Photos also serve to document the before and after condition of properties adjacent to the work areas. BLA will provide the Village with regular photo updates for use on websites or in reports and provide digital storage of all photos at the end of each season.



Pay Estimate Preparation and Review

Before sending to the Village for approval, BLA will review the contractor's pay estimate and confirm the quantities proposed for payment match documented records. Adjustments will be made and sent back to the contractor if (and when) discrepancies are identified. Once BLA and the contractor agree, the pay estimate will be forwarded to the Village for approval.

Punch List and Final Walk-Thru

Prior to acceptance of the project by the Village, BLA staff will walk the project and identify items to be addressed as part of the project punch list. These items generally range from final adjustments of utilities to final grade (hydrant grade rings) to damaged curb or sidewalk. Once the punch list has been assembled and reviewed by the Village, it will be transmitted to the contractor and followed up with to ensure satisfactory completion. A final walk-thru will be conducted to confirm all work has been completed.

Change Orders

Both BLA and the Village understand that extra work is part of the construction process. BLA works to monitor changes in quantity to keep the contract in balance and provide contractors with prompt payment for their work. BLA also strives to identify potential added work with enough advance notice to allow for review and approval by the Village before contractors are forced to delay operations.

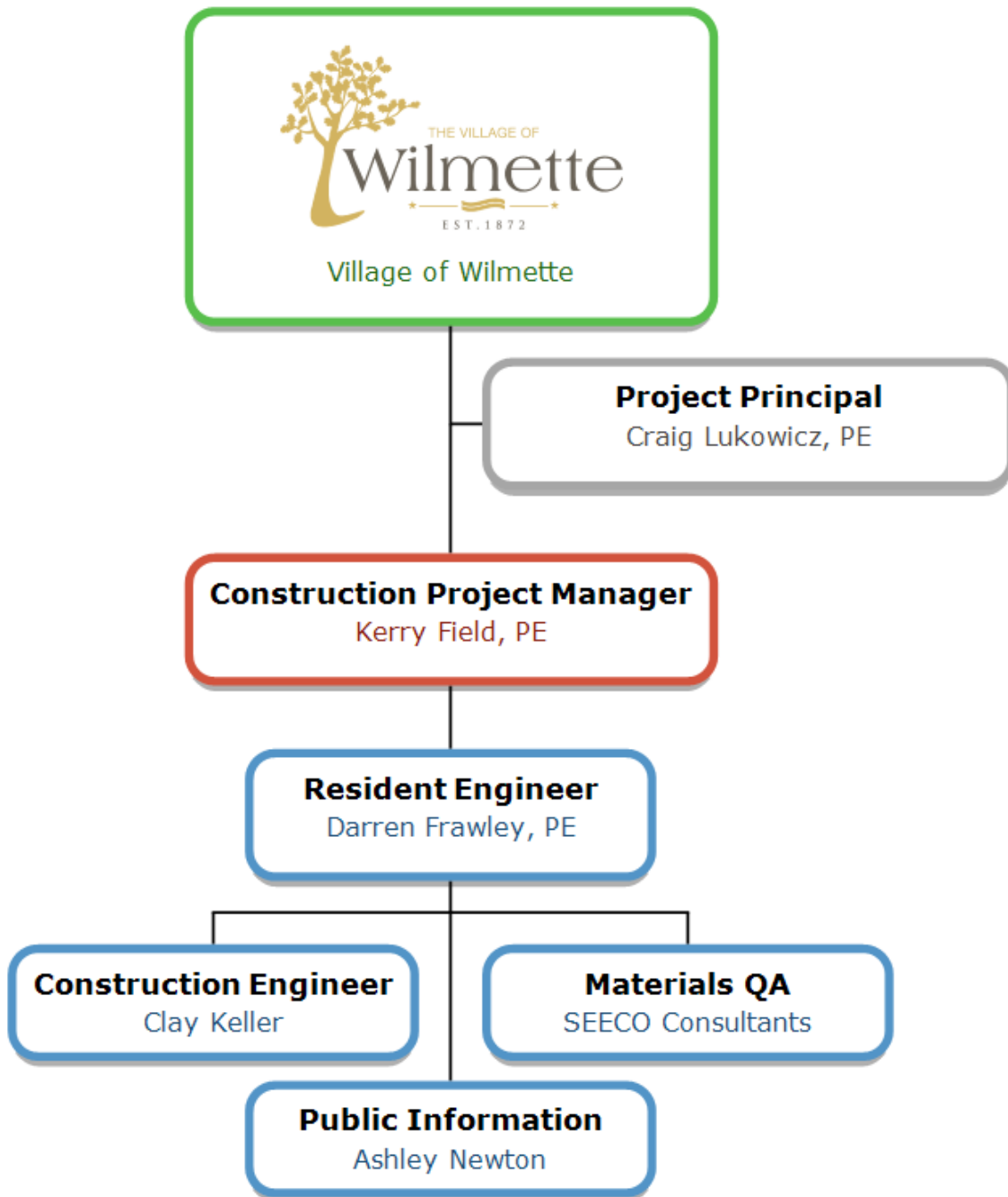


Project Closeout

A timely closeout is critical to minimize the time the project is carried on Village accounts. BLA engineers and technicians strive to quickly and accurately measure items of work, complete changes orders, obtain outstanding material certifications and agree to quantities, resulting in quicker closeout and reducing engineering expenses. Quoting David Mamet, we strive to... *"ABC. Always Be Closing."*

Project Team

All staff in the Organization Chart is available to serve the Village of Wilmette. The personnel shown will be assigned to the project based on the requirements and need for their engineering expertise.



CRAIG A. LUKOWICZ, P.E.

Project Principal

Education

University of Illinois – B.S. Civil Engineering, 1979

Professional Registration

Professional Engineer:

State of Illinois: #062-041788, 1983

Professional Societies

Member-American Public Works Association (APWA); American Council of Consulting Engineers (ACEC); Illinois Society of Professional Engineers (ISPE); Illinois Road & Transportation Builders Association (IRTBA)

Industry Activities

Chapter American Public Works Association Golf Committee

American Consulting Engineers Council Committees

Illinois Department of Transportation Liaison

Illinois State Toll Highway Liaison

Illinois Department of Transportation Local Roads Committee

Cook County Liaison and on the Engineering Excellence Awards Committee

Illinois Road Builders Liaison Committee for Lake, Cook, DuPage, McHenry and Will Counties

American Public Works Association Fox Valley Branch Awards Committee

Experience Summary

Experience since 1979 in project management, design, feasibility studies and construction coordination of numerous site development, municipal, IDOT and ISTHA projects. Over 30 years as partner/owner in the firm.

Representative Projects

Project Principal for Western Avenue; City of Highland Park and City of Highwood – Work included new sanitary sewer, watermain, storm sewer and reconstruction of the existing road with STP funding. Public information meetings were conducted to brief the residents on the proposed construction activities affecting their homes. A website was established to keep residents informed of critical issues and to quickly address concerns. A special feature was converting the roadway from a rural section with shoulders to a curb and gutter section.

Project Principal for Division Street; Village of River Forest – Phase I-III engineering, coordination and construction assistance for the mile-long roadway mill/resurface project utilizing STP funding. Besides providing plans indicating the proposed mill/resurface locations, it was necessary to detail 60+ ADA ramps to meet current standards. An important aspect was the extensive coordination between the Village, Concordia University, Dominican University and Trinity High School. The plans and special provisions were designed in a way as to coordinate the construction activities with the university/school events ensuring the least disturbance possible.

Project Principal for Palatine Road; Village of Palatine – BLA provided public relations services and construction management for the Village of Palatine on a \$9 million STP-funded widening and reconstruction project. The project is located in a commercial sales area within the heart of the Village requiring constant and regular communication with the businesses, commuters and residents. Keeping the local businesses and residents informed of construction issues before and during the project was of critical importance to Palatine.

Project Principal for Wright Boulevard; Village of Schaumburg – STP and MFT money helped fund the widening and reconstruction with new storm sewer, traffic signals and street lighting. Work also included construction of a new bike path along the road. Regular visits combined with a project website and brochures were used to ensure solid communications with interested parties. A project kick-off meeting was held with the public to explain the construction schedule and process.

Project Principal for Wise Road; Village of Schaumburg – Work included creating a project brochure, creating and maintaining a project website and running public information meetings for the 1.4 mile reconstruction of a four lane roadway. Extreme resident communication was involved with the typical construction duties. Work also included extensive streetscaping and landscaping-decorative walks, pocket park areas, planters, decorative signage, etc. STP and CMAQ funded project.

Project Manager for Church Road; Village of Bensenville – Resident engineering services for a 0.7-mile residential reconstruction with new storm sewer and watermain. Multiple conflicts with ComEd, Nicor, Comcast, AT&T, XO Fiber Optic, Light Tower and the DuPage Water Commission were challenging. Work included curb/gutter, a multi-use path, ADA sidewalk, a hot mix asphalt road, striping, signs and landscaping. Public communication was vital. The road has homes, Blackhawk Middle School, Bensenville Library and United Methodist Church. The team held a public information meeting prior to work beginning and went door to door communicating driveway closures, water shutdowns and sidewalk closures. The project was completed on time and under budget.

KERRY FIELD, P.E.

Director of Construction

Education

University of Illinois Urbana-Champaign – B.S. Civil Engineering, 1981

Professional Registration

Professional Engineer

State of Illinois: #062-043291, 1984

Professional Societies

Member – IRTBA

Industry Activities

10 years on IRTBA & IDOT District 1 Forum, Co-Chair for four years

Experience Summary

Highway construction experience since 1982. Senior Project Manager overseeing the scheduling and construction (11 years) of \$20-70 million/year of road construction projects. Vice President of \$80-100 million/year heavy highway contractor (six years). 17 years at IDOT Bureau of Construction, starting with construction layout, inspection and documentation. Worked as a Resident Engineer on multi-million dollar projects ending as Area Construction Supervisor for all expressway projects in District 1.

Representative Projects

Senior Project Manager for Green Street and York Road; Village of Bensenville – The \$2.9 million STP project included directional boring of **watermain under a railroad, patches, curb, sidewalk, driveways and resurfacing**. BLA performed inspection activities, oversaw utility relocations, developed traffic staging and managed the schedule and change orders. Public information meetings were conducted to brief the residents on the construction activities affecting their homes/businesses. A website was designed/maintained to keep everyone informed.

Project Manager for Church Road; Village of Bensenville – Provided **resident engineering services for a 0.7-mile STP residential reconstruction with new storm sewer and watermain**. Because of these challenges, time management and communication were necessary to ensure the project was completed on time. Work included curb/gutter, a multi-use path, ADA sidewalk, a hot mix asphalt road, striping, signs and landscaping. Public communication was vital. **The road has homes, Blackhawk Middle School, Bensenville Library and United Methodist Church**. The team held a public information meeting prior to work beginning and went door to door communicating driveway closures, water shutdowns and sidewalk closures. The project was completed on time and under budget.

Senior Project Manager for Division Street; Village of River Forest – Provided construction oversight and engineering services for the resurfacing of Division Street from Harlem Avenue to Thatcher Avenue. Project was constructed utilizing **STP funds for pavement patching, milling, resurfacing and striping**. Also included was removal/replacement of sidewalk ramps to meet current ADA standards. The project included extensive public outreach and coordination with local residents as well as **Dominican Priority School and University, Trinity High School, Concordia University and Grace Lutheran Church and School all located on the project**. BLA made door-to-door contact with residents and held briefing meetings with school administrators.

Senior Project Manager for Wright Boulevard; Village of Schaumburg – Project included total reconstruction of Wright Boulevard from Wise Road to IL 19. **CMAQ and STP money helped fund the \$4 million widening, concrete reconstruction, asphalt resurfacing, new storm sewer, curb, retaining wall, traffic signals, street lighting and new concrete bike path** along the roadway under the Elgin O'Hare Expressway. A project website and regular visits ensured solid communications with interested parties. A public open house was held to explain the construction schedule and process. Brochures were designed and personally distributed to each business.

Senior Project Manager for Wise Road; Village of Schaumburg – Scheduled construction activities and coordinated for this asphalt reconstruction project between Plum Grove Road and Roselle Road. **CMAQ and STP money helped fund the \$6 million residential widening, reconstruction, grading, new traffic signals, street lighting system and new bike path**. A project website ensured solid communication and locals were personally visited to introduce the project, receive a brochure and be invited to a kick-off meeting. Acted as liaison with Village and consultant representatives. Ensured construction quality complied with standards, details and customer satisfaction.

DARREN C. FRAWLEY, P.E.

Resident Engineer

Education

Marquette University – B.S. Civil Engineering, 2002

Professional Registration

Professional Engineer:

State of Illinois: #062-064515, 2012

State of Wisconsin: #43244-6, 2013

Certifications

IDOT Documentation #18-13732

IDOT ICORS (Illinois Construction Records System)

IDOT Soils Field Testing & Inspection

WISDOT ARRA (American Recovery Reinvestment Act) Construction Project Requirement & Reporting

WISDOT Construction Standards

WISDOT Erosion Control

WISDOT Material Quality Control

WISDOT Signing, Marking & Signal Monotubes

APWA Certified Public Infrastructure Inspector

Specialized Training

Experienced with the use of total stations, data collectors, laser levels, performing level loops and GPS surveying software/equipment

Specialized Software

Microsoft Office, Microsoft Project, AutoCAD, Primavera, Heavy Construction Systems Specialists (HCSS) Software, Timberline, Agtek and Internet proficient

Experience Summary

Experience since 1998 in survey, estimating, project management, field inspection and resident engineering. Experience as a resident engineer managing transportation and public infrastructure projects. Project experience includes erosion control implementation, watermain, sanitary sewer, storm sewer, bridges, box culverts, retaining walls, reconstruction, electrical work (traffic signals and lighting), high voltage underground cables and monitoring utility relocation.

Representative Projects

Resident Engineer for Western Avenue; Cities of Highwood and Highland Park – The \$3.5 million STP reconstruction project included sanitary sewer, watermain, storm sewer, pavement removal, earth excavation, aggregate base course, curb/gutter, HMA paving and thermoplastic striping. A major aspect was new sanitary sewer and watermain systems for the whole project. During construction, water and sanitary service connections and other service disruptions were coordinated in advance with 60 residents impacted. Performed inspection activities, oversaw utility relocations, inspected erosion control and managed contract schedule and change orders. Public information meetings were conducted and a website established to keep residents informed and address concerns; also coordinated with adjacent little league ballfields.

Resident Engineer for Green Street and York Road; Village of Bensenville – The \$2.9 million STP project included layout and inspection of watermain, pavement patches, curb/gutter, sidewalk, driveways and resurfacing. BLA performed inspection, oversaw utility relocations, developed traffic staging and managed contract schedule and change orders. A majority of the watermain was redesigned in the field because of utility conflicts. BLA coordinated water service interruptions in advance; door-to-door contact was made with local residents/businesses; public information meetings were conducted to brief the public on construction activities; a website was established to keep everyone informed and to address concerns.

Resident Engineer for Church Road; Village of Bensenville – Provided resident engineering services for a 0.7 mile STP residential reconstruction with new storm sewer and watermain. Multiple conflicts with ComEd, Nicor, Comcast, AT&T, XO Fiber Optic, Light Tower and the DuPage Water Commission were challenging. Because of these challenges, time management and communication were necessary to ensure the project was completed on time. Work included curb/gutter, a multi-use path, ADA sidewalk, a hot mix asphalt road, striping, signs and landscaping. Public communication was vital. The road has homes, Blackhawk Middle School, Bensenville Library and United Methodist Church. The team held a public information meeting prior to work beginning and went door to door communicating driveway closures, water shutdowns and sidewalk closures. The project was completed on time and under budget.

Resident Engineer for Church Road; Village of Bensenville – Provided resident engineering services for the construction of a pedestrian path as well as patching and resurfacing of Church Road from Grand Avenue to Jefferson Street. Project utilized STP funds for pavement patching, milling, resurfacing and striping. Also included was removal/replacement of sidewalk ramps to meet current ADA standards. The project included extensive public outreach and coordination with residents as well as the Bensenville Park District Golf Course located along the project.

Resident Engineer for Midlothian Road; Village of Mundelein – The \$1.7 million STP roadway project included curb/gutter removal/replacement, utility adjustments, full depth HMA patching, aggregate shoulders, guardrail, pavement milling, HMA paving, detector loop installation, thermoplastic striping and reflectors.

P. CLAY KELLER

Construction Engineer

Education

Bradley University – B.S. Civil Engineering, 2009

University of Missouri – M.S. Civil Engineering with Transportation Focus, 2012

Professional Registration

Engineer-in-Training

Certifications

IDOT Documentation of Contract Quantities #18-13779

IDOT STTP-S33 Soils Field Testing and Inspection

Fundamentals of Engineering (FE) 2009

Professional Societies

Institute of Transportation Engineers

Specialized Training

Interpretation of contract documents and IDOT/ISTHA specifications

Experience with Laser Levels and Level Loops

Specialized Software

Microsoft Office, Highway Capacity Software, AutoCAD, VISSIM, SPSS and Stata (Statistical Analysis Software), ArcGIS

Industry Activities

ASCE Publication – Evaluation of Dynamic Message Signs on Rural Freeways: Case Study of a Full Freeway Closure, 2013

Experience Summary

Construction Engineer experience since 2012 with responsibilities of interpreting and implementing design plans and specifications, ensuring ADA compliancy, contract documentation, daily activity diaries, safety inspections and facilitating time and material work. Project experience includes storm sewer, watermain, PCC sidewalk with curb/gutter, detector loops, asphalt resurfacing and patching and frame adjustments. Project locations include the Village of Bensenville next to O'Hare International Airport and the I-90 Tollway near Rockford.

Representative Projects

Construction Engineer for Green Street and York Road; Village of Bensenville – A \$2.9 million improvement including 1.5 miles of asphalt overlay and 2,000 feet of 12 inch watermain. Sidewalks were installed in regulation with ADA requirements. Responsibilities included overseeing watermain, asphalt paving, concrete sidewalk, curb/gutter and detectable warning installation along with daily documentation of activities. Assisted with designing watermain system in the field because of heavy utilities outside O'Hare International Airport. Additional responsibilities included assisting with closeout using ICORS and MISTIC for IDOT materials authorization.

Construction Engineer for Belle Plaine and Magnolia Avenues; Village of Gurnee – Provided Phase III resident engineering for the \$2 million roadway rehabilitation program. Work consisted of rehabilitating three village streets; reconstruction; storm sewer; watermain; HMA pavement; sidewalk; curb; landscaping; and pavement marking. Project included two heavily traveled parallel roads connecting from Grand Avenue to the local elementary. Work utilized sequenced closures/detours to limit disruption to the public which required daily coordination with Gurnee School District 56, emergency responders and residents. In order to keep the residents apprised, BLA held a public information meeting, distributed notification letters door-to-door, wrote weekly updates with photos for the Village mailer and website and communicated daily with residents. Activities included working alongside the Village Engineering Department to ensure the project was completed as the Village had envisioned and met the residents' needs; work was completed under budget and ahead of schedule.

Construction Engineer for Townline Road Watermain; Village of Mundelein – Responsible for overseeing the installation of 4,200 feet of 12-inch diameter PVC watermain in the north parkway to replace the 10-inch watermain in the roadway, along with connections to side streets and services. Of the new watermain, 1,000+ feet was directionally bored under wetlands and commercial entrances. 125 feet of new 8-inch watermain in 20-inch steel casing pipe was bored and jacked across Townline Road at McCormick Avenue. Permits were obtained from IDOT, Lake County Stormwater Management Commission and IEPA. Protecting the wetlands from frac-out during directional boring was critical. Also keeping the main commercial resident, Medline Industries, in service for both access and water was a major concern.

Construction Engineer for Gary Avenue; DuPage County – The \$11.3 million STP project improved Gary Avenue between North Avenue and Army Trail Road. The four-lane road is home to commercial and industrial enterprises as well as residential properties. The project included storm sewer, box culvert installation and extension, curb, sidewalk, widening, patching, resurfacing, block retaining walls, fencing, traffic signals and landscaping. Curb ramps for a future bike path required detailed attention to conform to ADA standards. Performed day/night traffic control inspections, solved issues regarding utility/plan conflicts and addressed potential safety concerns. Personally tended to public relations by contacting individuals directly and working to find solutions. Work also included finalizing quantities, verifying documentation and assisting with closeout.

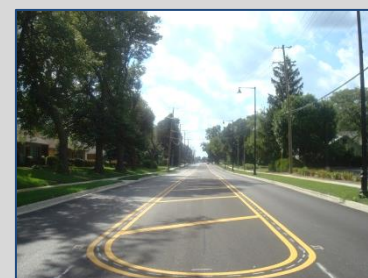
Experience

Church Road – Village of Bensenville

Description of Services	<p>BLA provided Phase III resident engineering services for the reconstruction of Church Road from Jefferson Street to Grove Avenue and the construction of a multi-use path. Roadway reconstruction was funded utilizing STP funds obtained through the DuPage Council of Mayors and Managers. The road was staged into an east half and west half. One-way traffic was maintained using a detour route; the staging allowed the watermain and storm sewer to be constructed while still maintaining traffic.</p> <p>Experienced field inspectors helped protect the multiple existing utilities in the road including the 36 inch watermain running down the east half of the road. Side street laterals with new valves were reconstructed as part of the project tying into the trunkline 36 inch watermain for future projects. Earth excavation and furnish excavation were successfully completed despite the poor soils found on the project site. Concrete curb and gutter was constructed using a slip form machine which minimized honeycombing and produced a consistent section of curb throughout the road. Sidewalk was constructed to the current ADA standards. The road was constructed of HMA pavement that was tested for smoothness and resulted in a great driving road. Thermoplastic pavement markings were applied and sod was installed to turn the project green.</p> <p>Throughout the project, BLA maintained public communications with numerous residents, the school and library. BLA's public information representative printed and hand delivered brochures that contained project information and contact information of the project team. Door-to-door visits were made at the beginning of the project for introductions and during the project to share key information. The project was delivered on time and under budget.</p>
Start and End Dates	2017-2018
Contract Value	\$350,000
Project Manager	Kerry Field, P.E.
Key Personnel	Darren Frawley, P.E.; Ashley Newton (Public Information)
Subs	SEECO Consultants (Material QA)
On Time, Within Budget	Yes
Staff Hours	3,200
Similarities to Locust	<p>Proximity to Schools</p> <p>Residential Area</p> <p>STP Funding</p> <p>New Watermain</p>



Palatine Road – Village of Palatine



Description of Services

Scope of work included public relations and construction management for the Village of Palatine on a \$9 million STP-funded roadway widening and reconstruction project. The project is located in a commercial sales area within the heart of the Village of Palatine, requiring constant and regular communication with the businesses, commuters and residents. Keeping the local businesses and residents informed of construction issues before and during the project was of critical importance to the Village of Palatine.

Effective public communication was achieved by preparing a project website, sending out eblasts and making personal contacts. A project website was created, regularly updated and maintained to provide constant full-time information for the people directly impacted by construction activities. The Resident Engineer was also available full-time by mobile phone to residents and business owners. A project information pamphlet was prepared and delivered prior to the beginning of construction. A public information open house was held prior to beginning the work to brief the public on the project and possible impacts. A second open house was held to update the public about half way through the work. The open houses and personal visits supplied firsthand updates on the construction, imparted the traffic control effects, addressed access issues and helped find best options for patron parking.

Scope of services included utility coordination, full-time construction engineering for the replacement of the roadway and coordination of two commuter rail crossings with rehabilitation. Improvements included pavement removal, earth excavation and embankment, storm sewer, mechanically stabilized earth wall, aggregate subgrade with bituminous base course, hot mix binder and surface overlay, curb and gutter, erosion control, landscaping, decorative sidewalks, streetscaping, traffic signals and street lighting.

Start and End Dates

2011-2013

Contract Value

\$813,000

Project Manager

Fred Page, P.E.

Key Personnel

Dave Bottcher, P.E.; Darren Frawley, P.E.; Ashley Newton (Public Information)

Subs

SEECO Consultants (Material Testing)

On Time, Within Budget

Yes

Staff Hours

7,900

Similarities to Locust

Significant Pedestrian Foot Traffic
Multiple Utility Conflicts
STP Funding
Large Public Outreach Effort

Division Street – Village of River Forest

Description of Services

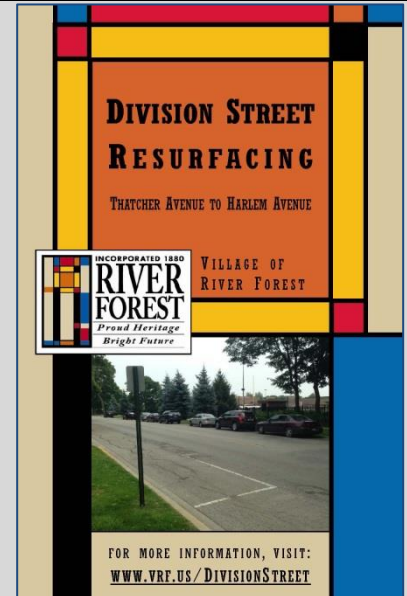
BLA was retained to provide Phase III construction engineering services for the roadway rehabilitation project utilizing STP funding through the North Central Council of Mayors and Managers.

The scope of work included patching, milling, resurfacing, striping and sidewalk ramp removals and replacement to meet the current ADA standards.

To establish a solid communication process with local stakeholders, BLA conducted a door-to-door public outreach to 300+ residents and held special meetings with officials from Dominican Priority School and University, Trinity High School, Concordia University and Grace Lutheran Church and School.

BLA planned the project to occur during the summer breaks for the schools, but recognized that schools have summer activities such as summer practices and sporting events that would still be impacted by the work.

Parking along the roadway was restricted to one side of the street only during portions of the work. BLA worked with the contractor and school officials to minimize disruption to the activities occurring during construction. BLA worked with the Village of River Forest to post regular project updates on the Village's website.



Start and End Dates

2016

Contract Value

\$128,000

Project Manager

Kerry Field, P.E.

Key Personnel

Dave Bottcher, P.E., Ashley Newton (Public Information)

Subs

SEECO Consultants (Materials QA)

On Time, Within Budget

Yes

Staff Hours

1,200

Similarities to Locust

Significant Pedestrian Foot Traffic
Multiple Schools/Churches
STP Funding
High-End Residential District

Green Street and York Road – Village of Bensenville

<p>Description of Services</p>	<p>BLA provided Phase III construction engineering services for the Green Street roadway and York Road/Green Street watermain improvements. Scope of construction included watermain replacement, driveway and sidewalk work, patching, milling and resurfacing of Green Street and York Road in the Village of Bensenville. The roadway work was funded with STP through the DuPage Council of Mayors and Managers.</p> <p>This project is located near the Village’s downtown commercial area and residential neighborhoods. BLA provided door-to-door personal contact with local businesses and residents to provide a project briefing and brochure with project information. A website was established to ensure that residents and business managers were kept informed of the project’s schedule and that their concerns could be quickly addressed. Regular website updates were provided as needed to keep the public informed.</p> <p>Work included removal/replacement of 450 feet of watermain. BLA developed and inspected traffic staging for the watermain construction. The resident engineer worked with the Village to shut down the existing watermain using existing valves and line stops. BLA provided public information to the surrounding community. Businesses and residents were personally notified before a water shutdown or driveway closure.</p> <p>The project required coordination with the railroad to install the watermain below the tracks by auguring and jacking. BLA oversaw all pressure testing, disinfection and water service connections. BLA provided record drawings of the entire watermain construction. Curb and gutter, sidewalk and driveway removal and replacement was completed according to current PROWAG/ADA standards.</p> <p>Approximately 7,500 feet of Green Street was milled and overlaid with hot mix asphalt. Green Street is a two lane each direction urban street with curb and gutter and no median. BLA worked with the contractor to ensure the roadway was overlaid to the correct cross slope. BLA oversaw all quality control and quality assurance of materials. O’Hare Airport was notified of all traffic staging changes and closures.</p>
<p>Start and End Dates</p>	<p>2013-2014</p>
<p>Contract Value</p>	<p>\$245,000</p>
<p>Project Manager</p>	<p>Kerry Field, P.E.</p>
<p>Key Personnel</p>	<p>Darren Frawley, P.E.; Clay Keller; Ashley Newton (Public Information)</p>
<p>Subs</p>	<p>SEECO Consultants (Materials QA)</p>
<p>On Time, Within Budget</p>	<p>Yes</p>
<p>Staff Hours</p>	<p>2,350</p>
<p>Similarities to Locust</p>	<p>Watermain Installation Residential Area STP Funding Multiple Driveways</p>



Pembroke Drive – Village of Lincolnshire

<p>Description of Services</p>	<p>The Village of Lincolnshire selected BLA to perform Phase II design and Phase III construction for one half mile of watermain replacement, roadway reconstruction and drainage improvements along Pembroke Drive and several other side streets adjoining Pembroke Drive. Multiple watermain breaks over the last several years have placed this project high on the list of watermain projects for the Village. “Hot” soils in the project area had deteriorated the main considerably resulting in ongoing breaks and other problems.</p> <p>The Village hired BLA because of their experience in watermain design and construction work and because of existing field conditions that must be dealt with during design/construction. BLA has valuable past experience in dealing with watermain in problematic soils and constructing new watermain in very crowded corridors with heavy landscaping and utility presence. This roadway corridor has many trees, high-end homes, private improvements extending into the right-of-way and some less than standard right-of-way widths.</p> <p>To avoid disruptions to private improvements and keep the existing watermain in service during construction, it was chosen to put the new main in the pavement near curb. Special consideration was given to materials because of the soil, so zinc coated ductile iron was used in combination with V-Bio wrap. BLA worked closely with the Village on the locations of the breaks and recent replacements to best define the limits/tie-in points of the new work. Ironically, there was another break in the existing main near the end of the design plan preparation that required a last minute change that BLA was able to do very quickly.</p> <p>Additionally, there are four detention facilities located within the vicinity of the project which were studied as part of the Stormwater Management Volume Verification projects that the Village has ongoing. BLA designed improvements to these ponds as part of the project as well.</p>
<p>Start and End Dates</p>	<p>2016-2017</p>
<p>Contract Value</p>	<p>\$200,000</p>
<p>Project Manager</p>	<p>Dan Bruckelmeyer (Phase II), Kerry Field (Phase III)</p>
<p>Key Personnel</p>	<p>Erik Olson, P.E.; Ashley Newton (Public Information)</p>
<p>Subs</p>	<p>SEECO Consultants (Materials QA)</p>
<p>On Time, Within Budget</p>	<p>Yes</p>
<p>Staff Hours</p>	<p>900 (Ph II), 1,000 (Ph III)</p>
<p>Similarities to Locust</p>	<p>Watermain Installation High-End Residential Neighborhood Multiple Driveways Acidic Soils</p>



Road Rehabilitation Program – Village of Gurnee

Description of Services	<p>BLA provided Phase III resident engineering services to the Village of Gurnee for their Roadway Rehabilitation Program. The scope of work consisted of the rehabilitation of Belle Plaine Avenue and Magnolia Avenue; storm sewer and watermain installation; full reconstruction of the roadway cross section; HMA pavement; concrete sidewalk and curb; landscaping and pavement marking.</p> <p>The project included two heavily traveled parallel roads connecting from Grand Avenue to the local elementary school. Work utilized sequenced closures/detours to limit the disruption to the public which required daily communication with Gurnee School District 56 Director of Transportation, emergency responders (police and fire) and residents. Notification letters were hand-distributed door-to-door prior to and throughout construction to provide residents with construction information and the opportunity to express any questions or concerns. Frequent updates and photos were provided to the Village to include in their weekly mailer and monthly website update.</p> <p>BLA worked alongside the Village Engineering Department (Village Engineer, Construction Managers and Village staff) and ensured the project was completed as the Village had envisioned while also meeting the needs of the residents of Gurnee. The project was completed under budget and ahead of schedule.</p>
Start and End Dates	2016
Contract Value	\$140,000
Project Manager	Kerry Field, P.E.
Key Personnel	Clay Keller
Subs	None
On Time, Within Budget	Yes
Staff Hours	1,200
Similarities to Locust	<p>Watermain Installation</p> <p>Residential Neighborhood</p> <p>Multiple Driveways</p> <p>Continuous School District Coordination</p>



Western Avenue – Cities of Highland Park and Highwood

Description of Services	<p>BLA completed design plans and construction for the reconstruction of Western Avenue between Half Day Road/Prairie Avenue and Old Trail/Washington Avenue, approximately 2,600 feet, for the Cities of Highland Park and Highwood. The reconstruction converted the road from a rural road section with no ditches or curb and gutter to an urban section with curb and gutter utilizing STP funding. The project included the complete replacement and upsizing of the existing watermain, new pavement, new curb and gutter and an entirely new storm and sanitary sewer. All sidewalks and street returns were analyzed during construction to ensure compliance with new ADA standards. Work also included the implementation of a green practice by installing infiltration basins.</p> <p>The construction schedule for this project was challenging. The work needed to be scheduled around little league games and provide parking for the ball fields located on Western Avenue; parking was already restrictive even without the construction. BLA developed a website and prepared flyers to keep the residents and the little league aware of all of the construction activities occurring and possible alternative locations for parking, etc. A series of public information meetings were held during design and construction. Personal contact with residents during construction occurred on a daily basis. The resident engineer was on a first name basis with the majority of the residents.</p> <p>The sanitary sewer construction involved bypassing pumps, multiple sanitary sewers and the challenge of locating services to transfer from two existing sanitary mains to one proposed main. During watermain construction, BLA worked hand-in-hand with the Cities to isolate and shutdown watermains using existing valves and line stops and oversaw all disinfection and pressure testing.</p>
Start and End Dates	2012-2013
Contract Value	\$350,000
Project Manager	Dan Bruckelmeyer, P.E. (Phase II); Darren Frawley P.E. (Phase III)
Key Personnel	Matt Cesario, P.E.; Ashley Newton (Public Information)
Subs	Material Testing Services (Geotech and Material Testing)
On Time, Within Budget	Yes
Staff Hours	3,500
Similarities to Locust	Watermain Installation High-End Residential Neighborhood STP Funding Park District Coordination for Sporting Events



References

Village of Palatine

Matt Barry
Public Works Director
847-202-6960
mbarry@palatine.il.us



Village of Lincolnshire

Wally Dittrich
Assistant Public Works Director/Village Engineer
847-913-2387
wdittrich@lincolnshireil.gov



Village of Schaumburg

Margo Killian
Project Manager
847-923-6652
mkillian@ci.schaumburg.il.us



Village of Bensenville

Mehul Patel
Assistant Director of Public Works/Engineering
630-954-1196
mpatel@bensenville.il.us



Village of Gurnee

Scott Drabicki
Village Engineer
847-599-7582
scottd@village.gurnee.il.us



Firm Information

BLA is a 50-person full-service civil engineering firm founded in 1978 which has been providing both design and construction engineering consulting services to governmental agencies since its inception. All work for this project will be conducted out of our local Itasca office. The Locust Road project is the exact type of project in which we excel: *a federally-funded (STP) project on a FA route which requires frequent interaction with the IDOT Bureau of Local Roads and Streets and the Council of Mayors.* We urge the Village to contact Alex Househ or Chad Riddle at IDOT-BLRS and ask about BLA and our adherence to schedule, timelines and appropriate documentation filing. Our proposed team is experienced, responsive and knowledgeable of everything involved from initial paperwork to staying on contractors to obtain outstanding material certifications which routinely hold up closing out projects. We are sincerely excited at the prospect of being able to assist the Village of Wilmette with this outstanding project.

BLA is perfectly suited to take on this project for the Village of Wilmette.

Our relationships, experience and capabilities are unmatched by the competition.

Why Choose BLA?

Our team has a broad range of experience from dealing with many clients where we have performed similar services. We would use this knowledge to enhance the project so that the residents are on board.

- *We have extensive experience with roadways in school zones utilizing federal funding having done so for the Villages of Palatine, Schaumburg, Bensenville, Highland Park and others*
- *BLA has been in business for more than 40 years and all our work is done locally out of our Itasca office*
- *We will serve the Village of Wilmette staff and ensure the residents and institutions along Locust Road have their concerns addressed*

Familiarity with Village Policies



BLA has not yet had the opportunity to provide engineering services to the Village of Wilmette; however, we do understand that federally funded contracts administered by IDOT follow the standards and principles for construction within the right-of-way established by the Standard Specifications for Road and Bridge Construction in Illinois, the Supplemental Specifications and Recurring Special Provisions, Illinois Manual on Uniform Traffic Control Devices and Highway Standards along with the Village of Wilmette's unique standards. In more than 40 years of business, BLA has provided services to a number of Illinois agencies including state, county and municipalities - almost all of whom follow the aforementioned design guidelines. Rest assured that if selected for this project, we will be able to provide top quality service which meets with the satisfaction and design criteria of the Village Public Works and Engineering staff. A partial list of Chicago-area agencies we have provided our services include:

- *Algonquin Township Highway Department*
- *Village of Barrington*
- *Village of Bartlett*
- *Village of Bensenville*
- *Village of Bloomingdale*
- *Village of Bolingbrook*
- *Village of Burr Ridge*
- *Village of Carol Stream*
- *Village of Cary*
- *City of Chicago Department of Transportation*
- *Village of Clarendon Hills*
- *Cook County Highway Department*
- *City of Crystal Lake*
- *Village of Deerfield*
- *Village of Downers Grove*
- *Downers Grove Park District*
- *DuPage County Department of Development & Stormwater*
- *DuPage County Division of Transportation*
- *Forest Preserve District of DuPage County*
- *City of Elgin*
- *City of Elmhurst*
- *City of Geneva*
- *Village of Glendale Heights*
- *Village of Gurnee*
- *Village of Hainesville*
- *Village of Hanover Park*
- *City of Highland Park*
- *City of Highwood*
- *Village of Hinsdale*
- *Village of Hoffman Estates*
- *Illinois Department of Natural Resources*
- *Illinois Department of Transportation*
- *Illinois State Toll Highway Authority*
- *Village of Itasca*
- *Kane County Division of Transportation*
- *Lake County Division of Transportation*
- *Lake County Stormwater Management Commission*
- *Village of Lake Villa*
- *Village of Lemont*
- *Village of Libertyville*
- *Village of Lincolnshire*
- *Village of Lisle*
- *Village of Lombard*
- *McHenry County Division of Transportation*
- *Metra*
- *City of Naperville*
- *Village of Northbrook*
- *Village of Oak Brook*
- *Village of Oak Park*
- *Oak Brook Park District*
- *Village of Orland Park*
- *Village of Palatine*
- *City of Rockford*
- *Village of Schaumburg*
- *Village of South Elgin*
- *Village of Trout Valley*
- *City of West Chicago*
- *City of Wheaton*
- *Village of Willow Springs*
- *Will County Division of Transportation*
- *City of Wood Dale*
- *City of Zion*

CONSULTANT'S DISCLOSURE STATEMENT

PTB #: N/A

Firm Name: BLA, Inc.

RETURN WITH STATEMENT OF INTEREST

DISCLOSURES

- A. The disclosures hereinafter made by the firm are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the firm. The firm further certifies that the Department has received the disclosure forms for each statement of interest.

The IDOT Chief Procurement Officer (CPO) may void the offer or contract if it is later determined that the firm or subconsultant rendered a false or erroneous disclosure. A consultant or subconsultant may be suspended or debarred for violations of the Procurement Code. If a false certification is made by the subconsultant, then the consultant's submitted offer and the executed contract may not be declared void, unless the consultant refuses to terminate the subcontract upon the State's request after a finding that the subconsultant's certification was false.

B. Financial Interests and Conflicts of Interest

1. Section 50-35 of the Illinois Procurement Code provides that all offers of more than \$50,000 and all subconsultant agreements with an annual value of more than 50,000 shall be accompanied by disclosure of the financial interests of the firm. This disclosed information for the successful firm will be maintained as public information, subject to release by request pursuant to the Freedom of Information Act, filed with the Procurement Policy Board, and shall be incorporated as a material term of the contract. Furthermore, pursuant to Section 5-5, the Procurement Policy Board may review a proposal, bid, or contract and issue a recommendation to void a contract or reject a proposal or bid based on any violation of the Procurement Code or the existence of a conflict of interest as provided in subsections (b) and (d) of Section 50-35.

The financial interests to be disclosed shall include any ownership or distributive income share that is in excess of 5%, or an amount greater than 60% of the annual salary of the Governor, of the offering entity or its parent entity, whichever is less, unless the firm is a publicly traded entity subject to Federal 10K reporting, in which case it may submit its 10K disclosure in place of the prescribed disclosure. If a firm is a privately held entity that is exempt from Federal 10K reporting, but has more than 100 shareholders, it may submit the information that Federal 10K companies are required to report, and list the names of any person or entity holding any ownership share that is in excess of 5%. The disclosure shall include the names, addresses, and dollar or proportionate share of ownership of each person making the disclosure, their instrument of ownership or beneficial relationship, and notice of any potential conflict of interest resulting from the current ownership or beneficial interest of each person making the disclosure having any of the relationships identified in Section 50-35 and on the disclosure form. **The current annual salary of the Governor is \$177,412.00.**

In addition, all disclosures shall indicate any other current or pending contracts, proposals, leases, or other ongoing procurement relationships the offering entity has with any other unit of state government and shall clearly identify the unit and the contract, proposal, lease, or other relationship.

2. Disclosure Forms. Disclosure Form A is attached for use concerning the individuals meeting the above ownership or distributive share requirements. Subject individuals should be covered each by one form. In addition, a second form (Disclosure Form B) provides for the disclosure of current or pending procurement relationships with other (non-IDOT) state agencies and a total ownership certification. **The forms must be included with each statement of interest.**

C. Disclosure Form Instructions

Form A: Instructions for Financial Information & Potential Conflicts of Interest

If the firm is a publicly traded entity subject to Federal 10K reporting, the 10K Report may be submitted to meet the requirements of Form A. If a firm is a privately held entity that is exempt from Federal 10K reporting, but has more than 100 shareholders, it may submit the information that Federal 10K companies are required to report, and list the names of any person or entity holding any ownership share that is in excess of 5%. If a firm is not subject to Federal 10K reporting, the firm must determine if any individuals are required by law to complete a financial disclosure form. To do this, the firm should answer each of the following questions. A "Yes" answer indicates Form A must be completed. If the answer to each of the following questions is "No", then the NOT APPLICABLE STATEMENT on Form A must be signed and dated by a person that is authorized to execute contracts for the offering firm. Note: These questions are for assistance only and are not required to be completed.

1. Does anyone in your organization have a direct or beneficial ownership share of greater than 5% of the offering entity or parent entity?
YES ☒ NO ☐

2. Does anyone in your organization have a direct or beneficial ownership share of less than 5%, but which has a value greater than 60% of the annual salary of the Governor? YES ☐ NO ☒
3. Does anyone in your organization receive more than 60% of the annual salary of the Governor of the offering entity's or parent entity's distributive income? YES ☐ NO ☒

(Note: Distributive income is, for these purposes, any type of distribution of profits. An annual salary is not distributive income.)

4. Does anyone in your organization receive greater than 5% of the offering entity's or parent entity's total distributive income, but which is less than 60% of the annual salary of the Governor? YES ☒ NO ☐

(Note: Only one set of forms needs to be completed per person per statement of interest even if a specific individual would require a "Yes" answer to more than one question.)

A "Yes" answer to any of these questions requires the completion of Form A. The firm must determine each individual in the offering entity or the offering entity's parent company that would cause the questions to be answered "Yes". Each form must be signed and dated by a person that is authorized to execute contracts for your organization. **Photocopied or stamped signatures are not acceptable.** The person signing can be, but does not have to be, the person for which the form is being completed. The firm is responsible for the accuracy of any information provided.

If the answer to each of the above questions is "No", then the NOT APPLICABLE STATEMENT of Form A must be signed and dated by a person that is authorized to execute contracts for your company.

RETURN WITH STATEMENT OF INTEREST

Form B: Instructions for Identifying Other Contracts & Procurement Related Information

Disclosure Form B must be completed for each statement of interest submitted by the offering entity. *Note: Checking the NOT APPLICABLE STATEMENT on Form A does not allow the firm to ignore Form B. Form B must be completed, checked, and dated or the firm may be considered nonresponsive and the statement of interest will not be accepted.*

The firm shall identify, by checking "Yes" or "No" on Form B, whether it has any pending contracts (including leases), statements of interest, bids, proposals, or other ongoing procurement relationship with any other (non-IDOT) state of Illinois agency. If "No" is checked, the firm only needs to complete the check box on the bottom of Form B. If "Yes" is checked, the firm must identify each such relationship by listing the state of Illinois agency name and other descriptive information such as project number, title, contract, etc.

RETURN WITH STATEMENT OF INTEREST

**ILLINOIS DEPARTMENT
OF TRANSPORTATION**

**Form A
Financial Information &
Potential Conflicts of Interest
Disclosure**

Contractor Name BLA, Inc.		
Legal Address 333 Pierce Road, Suite 200		
City, State, Zip Itasca, Illinois 60143		
Telephone Number 630-438-6400	Email Address clukowicz@bla-inc.com	Fax Number (if available) 630-438-6444

Disclosure of the information contained in this form is required by Section 50-35 of the Illinois Procurement Code (30 ILCS 500). Vendors desiring to enter into a contract with the state of Illinois must disclose the financial information and potential conflict of interest information as specified in this Disclosure Form. This information shall become part of the publicly available contract file. This Form A must be completed for statements of interest in excess of \$50,000, and for all open-ended contracts. This Form A must also be completed for subconsultant agreements with an annual value of more than \$50,000 from subconsultants identified in Section 20-120 of the Illinois Procurement Code and all open-ended subconsultant agreements. **A publicly traded company may submit a 10K disclosure (or equivalent if applicable) in satisfaction of the requirements set forth in Form A. See Disclosure Form Instructions.**
The current salary of the Governor is \$177,412.00.

DISCLOSURE OF FINANCIAL INFORMATION

- Disclosure of Financial Information.** The individual named below has an interest in the FIRM (or its parent) in terms of ownership or distributive income share in excess of 5%, or an interest which has a value of more than 60% of the annual salary of the Governor. **(Make copies of this form as necessary and attach a separate Disclosure Form A for each individual meeting these requirements.)**

FOR INDIVIDUAL (type or print information)	
NAME:	<u>Craig Lukowicz</u>
ADDRESS:	<u>333 Pierce Road, Suite 200</u>
	<u>Itasca, Illinois 60143</u>
Type of ownership/distributable income share:	
Stock <input checked="" type="checkbox"/>	Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Other <input type="checkbox"/> (explain on separate sheet):
% or \$ value of ownership/distributable income share: <u>38.136</u>	

- Disclosure of Potential Conflicts of Interest.** Check "Yes" or "No" to indicate which, if any, of the following potential conflict of interest relationships apply. If the answer to any question is "Yes", please attach additional pages and describe.

- State employment, currently or in the previous three years, including contractual employment of services.
Yes ☐ No ☒

If your answer is yes, please answer each of the following questions.

- Are you currently an officer or employee of either the Capitol Development Board or the Illinois State Toll Highway Authority?
Yes ☐ No ☐
- Are you currently appointed to or employed by any agency of the state of Illinois? If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, provide the name of the state agency for which you are employed and your annual salary: N/A

RETURN WITH STATEMENT OF INTEREST

- 3) If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of the salary of the Governor? Yes ☐ No ☐
- 4) If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor? Yes ☐ No ☐

-
- (b) State employment of spouse, father, mother, son, or daughter, including contractual employment services in the previous two years?

Yes ☐ No ☒

If your answer is yes, please answer each of the following questions.

- 1) Is your spouse or any minor children currently an officer or employee of the Capitol Development Board or the Illinois State Toll Highway Authority? Yes ☐ No ☐
- 2) Is your spouse or any minor children currently appointed to or employed by any agency of the state of Illinois? If your spouse or minor children is/are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, provide the name of your spouse and/or minor children, the name of the state agency for which he/she is employed and his/her annual salary. _____
-
- 3) If your spouse or any minor children is/are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of 100% of the annual salary of the Governor? Yes ☐ No ☐
- 4) If your spouse or any minor children are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor? Yes ☐ No ☐

-
- (c) Elective status; the holding of elective office of the state of Illinois, the government of the United States, any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois currently or in the previous three years? Yes ☐ No ☒

-
- (d) Relationship to anyone holding elective office currently or in the previous two years; spouse, father, mother, son or daughter? Yes ☐ No ☒

-
- (e) Appointive office; the holding of any appointive government office of the state of Illinois, the United States of America, or any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois, which office entitles the holder to compensation in excess of the expenses incurred in the discharge of that office currently or in the previous three years? Yes ☐ No ☒

-
- (f) Relationship to anyone holding appointive office currently or in the previous two years; spouse, father, mother, son or daughter? Yes ☐ No ☒

-
- (g) Employment, currently or in the previous three years, as or by any registered lobbyist of the state government? Yes ☐ No ☒

-
- (h) Relationship to anyone who is or was a registered lobbyist in the previous two years; spouse, father, mother, son, or daughter? Yes ☐ No ☒
-

RETURN WITH STATEMENT OF INTEREST

- (i) Compensated employment, currently or in the previous three years, by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☒

- (j) Relationship to anyone; spouse, father, mother, son, or daughter; who was a compensated employee in the last two years by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☒

3. **Communication Disclosure.** Disclose the name and address of each lobbyist and other agent of the firm or offeror who is not identified in Section 2 of this form, who has communicated, is communicating, or may communicate, with any state officer or employee concerning the statement of interest, bid or offer. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the process and throughout the term of the contract. If no person is identified, enter "None" on the line below:

Name and address of person(s): None

4. **Suspension or Debarment Disclosure.** For each of the persons identified under Sections 2 and 3 of this form, disclose whether any of the following has occurred within the previous 10 years: suspension or debarment from contracting with any governmental entity; professional licensure discipline; bankruptcies; adverse civil judgments and administrative findings; and criminal felony convictions. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the procurement process and term of the contract, if the bid or offer is successful. If no person is identified, enter "None" on the line below:

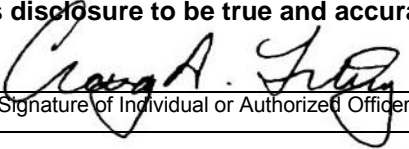
Name of person(s): None

Nature of disclosure: None

APPLICABLE STATEMENT

This Disclosure Form A is submitted on behalf of the INDIVIDUAL named on previous page. Under penalty of perjury, I certify the contents of this disclosure to be true and accurate to the best of my knowledge.

Completed by: ☒


Signature of Individual or Authorized Officer

06-20-2018

Date

NOT APPLICABLE STATEMENT

Under penalty of perjury, I have determined that no individuals associated with this organization meet the criteria that would require the completion of this Form A.

This Disclosure Form A is submitted on behalf of the FIRM listed on the previous page.

☐

Signature of Authorized Officer

Date

The firm has a continuing obligation to supplement these disclosures under Sec. 50-35 of the Procurement Code.

RETURN WITH STATEMENT OF INTEREST

ILLINOIS DEPARTMENT OF TRANSPORTATION

Form A Financial Information & Potential Conflicts of Interest Disclosure

Contractor Name BLA, Inc.		
Legal Address 333 Pierce Road, Suite 200		
City, State, Zip Itasca, Illinois 60143		
Telephone Number 630-438-6400	Email Address clukowicz@bla-inc.com	Fax Number (if available) 630-438-6444

Disclosure of the information contained in this form is required by Section 50-35 of the Illinois Procurement Code (30 ILCS 500). Vendors desiring to enter into a contract with the state of Illinois must disclose the financial information and potential conflict of interest information as specified in this Disclosure Form. This information shall become part of the publicly available contract file. This Form A must be completed for statements of interest in excess of \$50,000, and for all open-ended contracts. This Form A must also be completed for subconsultant agreements with an annual value of more than \$50,000 from subconsultants identified in Section 20-120 of the Illinois Procurement Code and all open-ended subconsultant agreements. **A publicly traded company may submit a 10K disclosure (or equivalent if applicable) in satisfaction of the requirements set forth in Form A. See Disclosure Form Instructions.**
The current salary of the Governor is \$177,412.00.

DISCLOSURE OF FINANCIAL INFORMATION

- Disclosure of Financial Information.** The individual named below has an interest in the FIRM (or its parent) in terms of ownership or distributive income share in excess of 5%, or an interest which has a value of more than 60% of the annual salary of the Governor. **(Make copies of this form as necessary and attach a separate Disclosure Form A for each individual meeting these requirements.)**

FOR INDIVIDUAL (type or print information)

NAME: Dan Bruckelmeyer

ADDRESS: 333 Pierce Road, Suite 200

Itasca, Illinois 60143

Type of ownership/distributable income share:

Stock ☒ Sole Proprietorship ☐ Partnership ☐ Other ☐ (explain on separate sheet):
% or \$ value of ownership/distributable income share: 28.249

- Disclosure of Potential Conflicts of Interest.** Check "Yes" or "No" to indicate which, if any, of the following potential conflict of interest relationships apply. If the answer to any question is "Yes", please attach additional pages and describe.

- State employment, currently or in the previous three years, including contractual employment of services.
Yes ☐ No ☒

If your answer is yes, please answer each of the following questions.

- Are you currently an officer or employee of either the Capitol Development Board or the Illinois State Toll Highway Authority?
Yes ☐ No ☐
- Are you currently appointed to or employed by any agency of the state of Illinois? If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, provide the name of the state agency for which you are employed and your annual salary: _____

RETURN WITH STATEMENT OF INTEREST

- 3) If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of the salary of the Governor? Yes ☐ No ☐
- 4) If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor? Yes ☐ No ☐

-
- (b) State employment of spouse, father, mother, son, or daughter, including contractual employment services in the previous two years?

Yes ☐ No ☒

If your answer is yes, please answer each of the following questions.

- 1) Is your spouse or any minor children currently an officer or employee of the Capitol Development Board or the Illinois State Toll Highway Authority? Yes ☐ No ☐
- 2) Is your spouse or any minor children currently appointed to or employed by any agency of the state of Illinois? If your spouse or minor children is/are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, provide the name of your spouse and/or minor children, the name of the state agency for which he/she is employed and his/her annual salary. _____
-
- 3) If your spouse or any minor children is/are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of 100% of the annual salary of the Governor? Yes ☐ No ☐
- 4) If your spouse or any minor children are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor? Yes ☐ No ☐

-
- (c) Elective status; the holding of elective office of the state of Illinois, the government of the United States, any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois currently or in the previous three years? Yes ☐ No ☒

-
- (d) Relationship to anyone holding elective office currently or in the previous two years; spouse, father, mother, son or daughter? Yes ☐ No ☒

-
- (e) Appointive office; the holding of any appointive government office of the state of Illinois, the United States of America, or any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois, which office entitles the holder to compensation in excess of the expenses incurred in the discharge of that office currently or in the previous three years? Yes ☐ No ☒

-
- (f) Relationship to anyone holding appointive office currently or in the previous two years; spouse, father, mother, son or daughter? Yes ☐ No ☒

-
- (g) Employment, currently or in the previous three years, as or by any registered lobbyist of the state government? Yes ☐ No ☒

-
- (h) Relationship to anyone who is or was a registered lobbyist in the previous two years; spouse, father, mother, son, or daughter? Yes ☐ No ☒
-

RETURN WITH STATEMENT OF INTEREST

- (i) Compensated employment, currently or in the previous three years, by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☒

- (j) Relationship to anyone; spouse, father, mother, son, or daughter; who was a compensated employee in the last two years by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☒

3. **Communication Disclosure.** Disclose the name and address of each lobbyist and other agent of the firm or offeror who is not identified in Section 2 of this form, who has communicated, is communicating, or may communicate, with any state officer or employee concerning the statement of interest, bid or offer. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the process and throughout the term of the contract. If no person is identified, enter "None" on the line below:

Name and address of person(s): None

4. **Suspension or Debarment Disclosure.** For each of the persons identified under Sections 2 and 3 of this form, disclose whether any of the following has occurred within the previous 10 years: suspension or debarment from contracting with any governmental entity; professional licensure discipline; bankruptcies; adverse civil judgments and administrative findings; and criminal felony convictions. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the procurement process and term of the contract, if the bid or offer is successful. If no person is identified, enter "None" on the line below:

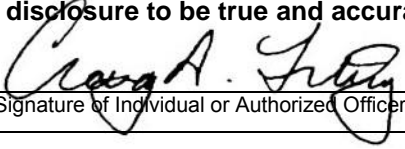
Name of person(s): None

Nature of disclosure: None

APPLICABLE STATEMENT

This Disclosure Form A is submitted on behalf of the INDIVIDUAL named on previous page. Under penalty of perjury, I certify the contents of this disclosure to be true and accurate to the best of my knowledge.

Completed by: ☒


Signature of Individual or Authorized Officer

06-20-2018

Date

NOT APPLICABLE STATEMENT

Under penalty of perjury, I have determined that no individuals associated with this organization meet the criteria that would require the completion of this Form A.

This Disclosure Form A is submitted on behalf of the FIRM listed on the previous page.

☐

Signature of Authorized Officer

Date

The firm has a continuing obligation to supplement these disclosures under Sec. 50-35 of the Procurement Code.

RETURN WITH STATEMENT OF INTEREST

ILLINOIS DEPARTMENT OF TRANSPORTATION

Form A Financial Information & Potential Conflicts of Interest Disclosure

Contractor Name BLA, Inc.		
Legal Address 333 Pierce Road, Suite 200		
City, State, Zip Itasca, Illinois 60143		
Telephone Number 630-438-6400	Email Address clukowicz@bla-inc.com	Fax Number (if available) 630-438-6444

Disclosure of the information contained in this form is required by Section 50-35 of the Illinois Procurement Code (30 ILCS 500). Vendors desiring to enter into a contract with the state of Illinois must disclose the financial information and potential conflict of interest information as specified in this Disclosure Form. This information shall become part of the publicly available contract file. This Form A must be completed for statements of interest in excess of \$50,000, and for all open-ended contracts. This Form A must also be completed for subconsultant agreements with an annual value of more than \$50,000 from subconsultants identified in Section 20-120 of the Illinois Procurement Code and all open-ended subconsultant agreements. **A publicly traded company may submit a 10K disclosure (or equivalent if applicable) in satisfaction of the requirements set forth in Form A. See Disclosure Form Instructions.**
The current salary of the Governor is \$177,412.00.

DISCLOSURE OF FINANCIAL INFORMATION

- Disclosure of Financial Information.** The individual named below has an interest in the FIRM (or its parent) in terms of ownership or distributive income share in excess of 5%, or an interest which has a value of more than 60% of the annual salary of the Governor. **(Make copies of this form as necessary and attach a separate Disclosure Form A for each individual meeting these requirements.)**

FOR INDIVIDUAL (type or print information)

NAME: Jaymin Patel

ADDRESS: 333 Pierce Road, Suite 200

Itasca, Illinois 60143

Type of ownership/distributable income share:

Stock ☒ Sole Proprietorship ☐ Partnership ☐ Other ☐ (explain on separate sheet):
% or \$ value of ownership/distributable income share: 19.774

- Disclosure of Potential Conflicts of Interest.** Check "Yes" or "No" to indicate which, if any, of the following potential conflict of interest relationships apply. If the answer to any question is "Yes", please attach additional pages and describe.

- State employment, currently or in the previous three years, including contractual employment of services.
Yes ☐ No ☒

If your answer is yes, please answer each of the following questions.

- Are you currently an officer or employee of either the Capitol Development Board or the Illinois State Toll Highway Authority?
Yes ☐ No ☐
- Are you currently appointed to or employed by any agency of the state of Illinois? If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, provide the name of the state agency for which you are employed and your annual salary: _____

RETURN WITH STATEMENT OF INTEREST

- 3) If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of the salary of the Governor? Yes ☐ No ☐
- 4) If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor? Yes ☐ No ☐

-
- (b) State employment of spouse, father, mother, son, or daughter, including contractual employment services in the previous two years?

Yes ☐ No ☒

If your answer is yes, please answer each of the following questions.

- 1) Is your spouse or any minor children currently an officer or employee of the Capitol Development Board or the Illinois State Toll Highway Authority? Yes ☐ No ☐
- 2) Is your spouse or any minor children currently appointed to or employed by any agency of the state of Illinois? If your spouse or minor children is/are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, provide the name of your spouse and/or minor children, the name of the state agency for which he/she is employed and his/her annual salary. _____
-
- 3) If your spouse or any minor children is/are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of 100% of the annual salary of the Governor? Yes ☐ No ☐
- 4) If your spouse or any minor children are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor? Yes ☐ No ☐

-
- (c) Elective status; the holding of elective office of the state of Illinois, the government of the United States, any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois currently or in the previous three years? Yes ☐ No ☒

-
- (d) Relationship to anyone holding elective office currently or in the previous two years; spouse, father, mother, son or daughter? Yes ☐ No ☒

-
- (e) Appointive office; the holding of any appointive government office of the state of Illinois, the United States of America, or any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois, which office entitles the holder to compensation in excess of the expenses incurred in the discharge of that office currently or in the previous three years? Yes ☐ No ☒

-
- (f) Relationship to anyone holding appointive office currently or in the previous two years; spouse, father, mother, son or daughter? Yes ☐ No ☒

-
- (g) Employment, currently or in the previous three years, as or by any registered lobbyist of the state government? Yes ☐ No ☒

-
- (h) Relationship to anyone who is or was a registered lobbyist in the previous two years; spouse, father, mother, son, or daughter? Yes ☐ No ☒
-

RETURN WITH STATEMENT OF INTEREST

- (i) Compensated employment, currently or in the previous three years, by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☒

- (j) Relationship to anyone; spouse, father, mother, son, or daughter; who was a compensated employee in the last two years by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☒

3. **Communication Disclosure.** Disclose the name and address of each lobbyist and other agent of the firm or offeror who is not identified in Section 2 of this form, who has communicated, is communicating, or may communicate, with any state officer or employee concerning the statement of interest, bid or offer. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the process and throughout the term of the contract. If no person is identified, enter "None" on the line below:

Name and address of person(s): None

4. **Suspension or Debarment Disclosure.** For each of the persons identified under Sections 2 and 3 of this form, disclose whether any of the following has occurred within the previous 10 years: suspension or debarment from contracting with any governmental entity; professional licensure discipline; bankruptcies; adverse civil judgments and administrative findings; and criminal felony convictions. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the procurement process and term of the contract, if the bid or offer is successful. If no person is identified, enter "None" on the line below:

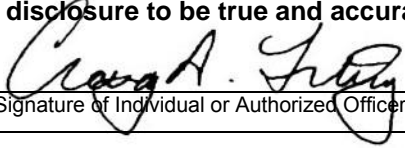
Name of person(s): None

Nature of disclosure: None

APPLICABLE STATEMENT

This Disclosure Form A is submitted on behalf of the INDIVIDUAL named on previous page. Under penalty of perjury, I certify the contents of this disclosure to be true and accurate to the best of my knowledge.

Completed by: ☒


Signature of Individual or Authorized Officer

06-20-2018

Date

NOT APPLICABLE STATEMENT

Under penalty of perjury, I have determined that no individuals associated with this organization meet the criteria that would require the completion of this Form A.

This Disclosure Form A is submitted on behalf of the FIRM listed on the previous page.

☐

Signature of Authorized Officer

Date

The firm has a continuing obligation to supplement these disclosures under Sec. 50-35 of the Procurement Code.

RETURN WITH STATEMENT OF INTEREST

**ILLINOIS DEPARTMENT
OF TRANSPORTATION**

**Form A
Financial Information &
Potential Conflicts of Interest
Disclosure**

Contractor Name BLA, Inc.		
Legal Address 333 Pierce Road, Suite 200		
City, State, Zip Itasca, Illinois 60143		
Telephone Number 630-438-6400	Email Address clukowicz@bla-inc.com	Fax Number (if available) 630-438-6444

Disclosure of the information contained in this form is required by Section 50-35 of the Illinois Procurement Code (30 ILCS 500). Vendors desiring to enter into a contract with the state of Illinois must disclose the financial information and potential conflict of interest information as specified in this Disclosure Form. This information shall become part of the publicly available contract file. This Form A must be completed for statements of interest in excess of \$50,000, and for all open-ended contracts. This Form A must also be completed for subconsultant agreements with an annual value of more than \$50,000 from subconsultants identified in Section 20-120 of the Illinois Procurement Code and all open-ended subconsultant agreements. **A publicly traded company may submit a 10K disclosure (or equivalent if applicable) in satisfaction of the requirements set forth in Form A. See Disclosure Form Instructions.**
The current salary of the Governor is \$177,412.00.

DISCLOSURE OF FINANCIAL INFORMATION

- Disclosure of Financial Information.** The individual named below has an interest in the FIRM (or its parent) in terms of ownership or distributive income share in excess of 5%, or an interest which has a value of more than 60% of the annual salary of the Governor. **(Make copies of this form as necessary and attach a separate Disclosure Form A for each individual meeting these requirements.)**

FOR INDIVIDUAL (type or print information)	
NAME:	<u>Joel Ihde</u>
ADDRESS:	<u>333 Pierce Road, Suite 200</u>
	<u>Itasca, Illinois 60143</u>
Type of ownership/distributable income share:	
Stock <input checked="" type="checkbox"/>	Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Other <input type="checkbox"/> (explain on separate sheet):
% or \$ value of ownership/distributable income share: <u>7.156</u>	

- Disclosure of Potential Conflicts of Interest.** Check "Yes" or "No" to indicate which, if any, of the following potential conflict of interest relationships apply. If the answer to any question is "Yes", please attach additional pages and describe.

- State employment, currently or in the previous three years, including contractual employment of services.
Yes ☐ No ☒

If your answer is yes, please answer each of the following questions.

- Are you currently an officer or employee of either the Capitol Development Board or the Illinois State Toll Highway Authority?
Yes ☐ No ☐
- Are you currently appointed to or employed by any agency of the state of Illinois? If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, provide the name of the state agency for which you are employed and your annual salary: _____

RETURN WITH STATEMENT OF INTEREST

- 3) If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of the salary of the Governor? Yes ☐ No ☐
- 4) If you are currently appointed to or employed by any agency of the state of Illinois, and your annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor? Yes ☐ No ☐

-
- (b) State employment of spouse, father, mother, son, or daughter, including contractual employment services in the previous two years?

Yes ☐ No ☒

If your answer is yes, please answer each of the following questions.

- 1) Is your spouse or any minor children currently an officer or employee of the Capitol Development Board or the Illinois State Toll Highway Authority? Yes ☐ No ☐
- 2) Is your spouse or any minor children currently appointed to or employed by any agency of the state of Illinois? If your spouse or minor children is/are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, provide the name of your spouse and/or minor children, the name of the state agency for which he/she is employed and his/her annual salary. _____
-
- 3) If your spouse or any minor children is/are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you entitled to receive (i) more than 7-1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of 100% of the annual salary of the Governor? Yes ☐ No ☐
- 4) If your spouse or any minor children are currently appointed to or employed by any agency of the state of Illinois, and his/her annual salary exceeds 60% of the annual salary of the Governor, are you and your spouse or minor children entitled to receive (i) more than 15% in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of two times the salary of the Governor? Yes ☐ No ☐

-
- (c) Elective status; the holding of elective office of the state of Illinois, the government of the United States, any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois currently or in the previous three years? Yes ☐ No ☒

-
- (d) Relationship to anyone holding elective office currently or in the previous two years; spouse, father, mother, son or daughter? Yes ☐ No ☒

-
- (e) Appointive office; the holding of any appointive government office of the state of Illinois, the United States of America, or any unit of local government authorized by the Constitution of the state of Illinois or the statutes of the state of Illinois, which office entitles the holder to compensation in excess of the expenses incurred in the discharge of that office currently or in the previous three years? Yes ☐ No ☒

-
- (f) Relationship to anyone holding appointive office currently or in the previous two years; spouse, father, mother, son or daughter? Yes ☐ No ☒

-
- (g) Employment, currently or in the previous three years, as or by any registered lobbyist of the state government? Yes ☐ No ☒

-
- (h) Relationship to anyone who is or was a registered lobbyist in the previous two years; spouse, father, mother, son, or daughter? Yes ☐ No ☒
-

RETURN WITH STATEMENT OF INTEREST

- (i) Compensated employment, currently or in the previous three years, by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☒

- (j) Relationship to anyone; spouse, father, mother, son, or daughter; who was a compensated employee in the last two years by any registered election or re-election committee registered with the Secretary of State or any county clerk of the state of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections?

Yes ☐ No ☒

3. **Communication Disclosure.** Disclose the name and address of each lobbyist and other agent of the firm or offeror who is not identified in Section 2 of this form, who has communicated, is communicating, or may communicate, with any state officer or employee concerning the statement of interest, bid or offer. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the process and throughout the term of the contract. If no person is identified, enter "None" on the line below:

Name and address of person(s): None

4. **Suspension or Debarment Disclosure.** For each of the persons identified under Sections 2 and 3 of this form, disclose whether any of the following has occurred within the previous 10 years: suspension or debarment from contracting with any governmental entity; professional licensure discipline; bankruptcies; adverse civil judgments and administrative findings; and criminal felony convictions. This disclosure is a continuing obligation and must be promptly supplemented for accuracy throughout the procurement process and term of the contract, if the bid or offer is successful. If no person is identified, enter "None" on the line below:

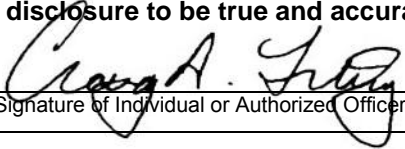
Name of person(s): None

Nature of disclosure: None

APPLICABLE STATEMENT

This Disclosure Form A is submitted on behalf of the INDIVIDUAL named on previous page. Under penalty of perjury, I certify the contents of this disclosure to be true and accurate to the best of my knowledge.

Completed by: ☒


Signature of Individual or Authorized Officer

06-20-2018

Date

NOT APPLICABLE STATEMENT

Under penalty of perjury, I have determined that no individuals associated with this organization meet the criteria that would require the completion of this Form A.

This Disclosure Form A is submitted on behalf of the FIRM listed on the previous page.

☐

Signature of Authorized Officer

Date

The firm has a continuing obligation to supplement these disclosures under Sec. 50-35 of the Procurement Code.

RETURN WITH STATEMENT OF INTEREST

**ILLINOIS DEPARTMENT
OF TRANSPORTATION**

**Form B
Other Contracts &
Procurement Related Information
Disclosure**

Contractor Name BLA, Inc.		
Legal Address 333 Pierce Road, Suite 200		
City, State, Zip Itasca, Illinois 60143		
Telephone Number 630-438-6400	Email Address clukowicz@bla-inc.com	Fax Number (if available) 630-438-6444

Disclosure of the information contained in this form is required by Section 50-35 of the Illinois Procurement Code (30 ILCS 500). This information shall become part of the publicly available contract file. This Form B must be completed for statements of interest in excess of \$50,000, and for all open-ended contracts. This Form B must also be completed for subconsultant agreements with an annual value of more than \$50,000 from subconsultants identified in Section 20-120 in the Illinois Procurement Code and for all open-ended subconsultant agreements.

DISCLOSURE OF OTHER CONTRACTS AND PROCUREMENT RELATED INFORMATION

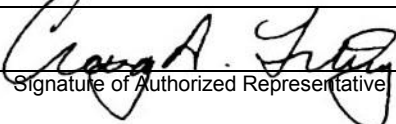
1. **Identifying Other Contracts & Procurement Related Information.** The firm shall identify whether it has any pending contracts (including leases), statements of interest, bids, proposals, or other ongoing procurement relationship with any other state of Illinois agency: Yes ☒ No ☐

If "No" is checked, the firm only needs to complete the signature box on the bottom of this page.

2. If "Yes" is checked, identify each such relationship by showing state of Illinois agency name and other descriptive information such as PTB or project number (attach additional pages as necessary). SEE DISCLOSURE FORM INSTRUCTIONS.

Agency	Project Title	Contract Reference/P.O./IL Procurement Bulletin #
IDOT	Western Over Cal-Sag Channel (Phase II)	PTB 156-011
IDOT	IL 56 at Hanks	PTB 168-005
IDOT	IL 56 at IL 53	PTB 161-006
IDOT	Western Over Cal-Sag Channel (Phase III)	PTB 180-001

THE FOLLOWING STATEMENT MUST BE CHECKED

<input checked="" type="checkbox"/>	 Signature of Authorized Representative	06-20-2018 Date
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OWNERSHIP CERTIFICATION

Please certify that the following statement is true if the individuals for all submitted Form A disclosures do not total 100% of ownership.

Any remaining ownership interest is held by individuals receiving less than \$106,447.20 of the bidding entity's or parent entity's distributive income or holding less than a 5% ownership interest.

☒ Yes
 ☐ No
 ☐ N/A (Form A disclosure(s) established 100% ownership)

CONSULTING
ENGINEERS



BLA, Inc.

Office Locations

Corporate Office

333 Pierce Road
Suite 200
Itasca, IL 60143
630-438-6400
Fax 630-438-6444

Indianapolis Office

8720 Castle Creek Parkway
Suite 329
Indianapolis, IN 46250
317-842-4500
Fax 317-842-4506

Locust Road Reconstruction	2019	\$3,273,240	STP Grant / Operating (Construction & Constr. Eng)
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Streets, Sidewalks and Alleys

- X Critical
 - Recommended
 - Contingent on Funding
-

Original Purchase Date & Cost
Unknown

Funding History
N/A



Locust Road between Lake Ave and Wilmette Ave

Project Description & Justification

The limits of the Locust Road reconstruction project are from Lake Avenue to Wilmette Avenue. The scope of work includes new curb and gutter, minor drainage improvements, new water main and roadway reconstruction. In addition, pedestrian and bikeway improvements are planned.

The project is funded in the North Shore Council of Mayors Surface Transportation Program (STP). The ideal construction timeframe is to minimize construction activity during the school year and maximize work during the summer months. The project will be funded at 70-percent federal participation for phase II engineering and construction and a 30-percent local share, funded through operating and dedicated funds or MFT.

This project was delayed by one year because of complications securing right-of-way. Below is a summary of costs:

Year	Description	Total	Federal Share	Village Share
2018	Phase II	\$197,860	\$138,500	\$59,360
2019	Total Phase III (Const. + CE)	\$3,273,240	\$1,674,980 ¹	\$1,598,260 General fund

¹ The current maximum authorized federal share is \$1,674,983.

\$1,438,298 in Water Main replacement is also included as part of this project in the Water fund section of the CIP.

Project Update

Project costs for 2018-2019 have been updated.

Project Alternative

The alternative to using federal funds is to improve the roadway using local funding only.

Operating Budget Impact

Is this purchase _____ *routine* or X *non-routine*?

NON-ROUTINE	
Department Budget - Maintenance Costs	None
Personnel Costs	None
Training Costs	None