



E-mail Print With Instructions Reset Form

Agreement For

MFT PE

Agreement Type

Original

Using Federal Funds? Yes No

LOCAL PUBLIC AGENCY

Local Public Agency		County	Section Number	Job Number
Champaign County Highway Dept.		Champaign	24-20142-00-BR	
Project Number	Contact Name	Phone Number	Email	
	Jeff Blue, P.E.	(217) 384-3800	jblue@champaigncountyiil.gov	

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
County Road 2600N	TR 89	200 ft	010-4017
Location Termini			Add Location
100 ft. east and 100 ft. west of the center of SN 010-4017			Remove Location

Project Description

Removal and replacement of the existing Precast, Prestressed Concrete Deck Beam superstructure, oil and chip overlay, and bridge railing

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

AGREEMENT FOR

Phase I - Preliminary Engineering Phase II - Design Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
MSA Professional Services	Keith E. Brandau	(217) 778-1770	kbrandau@msa-ps.com
Address	City	State	Zip Code
201 W. Springfield Ave, Suite 400	Champaign	IL	61820

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

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

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

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

AGREEMENT EXHIBITS

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

- EXHIBIT A: Scope of Services
- EXHIBIT B: Project Schedule
- EXHIBIT C: Qualification Based Selection (QBS) Checklist
- EXHIBIT D: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514)
- EXHIBIT ___ : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- _____
- _____
- _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

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

shall be due and payable to the ENGINEER.

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

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

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

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

Method of Compensation:

Percent

Lump Sum

Specific Rate

Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

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

FF is the Fixed Fee.

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

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

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

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.

2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.

The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.

3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER for expenses incurred as a result of the

- (2) The grantee's or contractor's policy to maintain a drug free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance program; and
- (4) The penalties that may be imposed upon an employee for drug violations.

(c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.

(d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.

(e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.

(f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

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

10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).

11. For Preliminary Engineering Contracts:

(a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.

(b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
MSA Professional Services	39-1016174	\$48,460.82
Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Subconsultant Total		\$0.00
Prime Consultant Total		\$48,460.82
Total for all work		\$48,460.82

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The Local Public Agency Type of Local Public Agency

By (Signature & Date)

By (Signature & Date)

Local Public Agency Local Public Agency Type

Title

(SEAL)

Executed by the ENGINEER:

Attest: Prime Consultant (Firm) Name

By (Signature & Date)

By (Signature & Date)

Title

Title

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Champaign County Highway Dept	MSA Professional Services	Champaign	24-20142-00-BR

**EXHIBIT A
SCOPE OF SERVICES**

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

MSA Professional Services, Inc. will provide engineering services for the design of the replacement superstructure of Structure Number 010-4017, carrying CR 2600N over an unnamed stream, 4.5 miles northeast of Thomasboro, IL. Construction will be funded through the Township Bridge Program with local matching funds.

Additional services beyond this scope of services, could be performed upon execution of a Supplemental Agreement.

The scope of services includes the following:

Communication & Project Management

Scope of Services

1. Project Management for milestone review meetings, agendas, meeting minutes, answering owner questions via email or phone calls.
2. Monthly invoices
3. Project schedule tracking
4. Two project design meetings are included with MSA and the Champaign County Highway Department-
 - a. One in person preliminary design meeting to discuss the structure alternatives, utility impacts, design issues, preliminary cost estimates, and preliminary estimates of construction time.
 - b. One in person final design meeting after draft final plans are complete.

Assumptions/Exclusions

1. Champaign County will provide a venue for the design meetings.

Data Collection

Scope of Services

1. Field data collection to establish current hydraulic conditions at the existing structure and along the apparent Right of Way, existing structure geometry, and site topography in the bridge area. The survey area will extend approximately 100 feet east and west of the center of the existing bridge.
2. Contact J.U.L.I.E. to obtain utility information.
3. Perform a bridge opening Cross Section on both the upstream and downstream ends of the bridge and make measurements of the double box culvert immediately upstream of the bridge.

Assumptions/Exclusions

1. The County will provide copies of any available plats or certified survey maps in the area that are in their possession.

Hydraulic Analysis

Scope of Services

1. Hydraulic design work for the superstructure replacement shall be limited to:
 - a. Utilize Stream Stats to determine the Drainage Area, and Design Flows for the Design Flood and the 100 Year Flood.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Champaign County Highway Dept	MSA Professional Services	Champaign	24-20142-00-BR

b. Compare the results from Stream Stats to the existing bridge drawing information.

c. Prepare and submit a Preliminary Bridge Design and Hydraulic Report to IDOT District 5.

Structural Design

Scope of Services

1. Final structure plans for a Precast, Prestressed Concrete Deck Beam superstructure replacement is planned. Existing abutments are planned on being re-used. The bridge railing will be replaced with Type SM (dual railing system) and tied to existing roadway railing, if appropriate.
2. Prior to any other work, a preliminary design check will be performed to determine whether the Dead Load of the new superstructure and bituminous concrete overlay exceeds 110% of the existing superstructure and overlay. If the Dead Load exceeds this limit, a supplement to this agreement will be necessary to determine methods to either strengthen or replace the existing abutments.
3. A load rating will be prepared for the new superstructure using AASHTOWare BrB.

Assumptions/Exclusions

1. Custom railings or bridge aesthetic features are not included.
2. Work effort assumes no utilities will be attached to the new superstructure.
3. No additional Right of Way will be needed.

Road Approach Design

Scope of Services

1. A roadway plan/profile sheet is included showing the structure, pavement edges, and work limits. Roadway centerline horizontal and vertical alignments will be developed. Roadway cross sections would be limited to only those areas where a profile or width change is required.
2. Local access to residences will remain open during construction.
3. The bridge will be closed to traffic during construction.

Assumptions/Exclusions

1. Watermain and sanitary sewer relocation design is not included.
2. A detour route is not included in the plans.
3. Approach lighting design is not included.
4. Guardrail at the ends of the bridge rail is anticipated and included, as applicable.
5. A Project Development Report will not be required.
6. Data available on line will be used for traffic information. Traffic counting is not included.
7. The County will provide the preferred pavement structure information.

Environmental Coordination

Scope of Services

1. Special Waste Screening for Local Agency Projects form shall be completed and submitted to IDOT.
2. An Environmental Survey Request will be completed and submitted to IDOT.
3. A Bat Habitat Survey will be performed by MSA, and the results included with the final plans and specifications.
4. Champaign County will procure samples at the existing bridge deck to determine whether asbestos was used in the original membrane waterproofing system.

Assumptions/Exclusions

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Champaign County Highway Dept	MSA Professional Services	Champaign	24-20142-00-BR

1. It is assumed that no archaeological or historical resources will be discovered in the desktop review and a Phase 1 Archaeological Investigation or a national register evaluation will not be required.
2. No other work effort is anticipated or included for hazardous material investigation. It is assumed the site contains no Leaking Underground Storage Tanks (LUST) sites.

Agency & Utility Coordination

Scope of Services

1. If needed, agency coordination includes the Illinois Department of Natural Resources (IDNR) and the U.S. Army Corps of Engineers through the Joint Permit Application process. All permits are assumed to be General Permits.
2. MSA will coordinate with affected private utilities.
3. MSA will send utility information request letters to affected private utilities for coordination of relocation needs.
4. MSA will organize and lead one in person utility coordination meeting to discuss project impacts with private utilities. This meeting will be held in conjunction with the preliminary design meeting.

Assumptions/Exclusions

1. Relocation of County owned utilities may be required if in conflict with proposed work. Plans for utility relocations are not included.
2. County will provide venue for utility coordination meeting.
3. Individual DNR and US Army Corps of Engineers Permits are not included.
4. Permit fees, if required, will be paid for by Champaign County.
5. Floodplain map changes and associated coordination are not included.
6. NPDES Stormwater permit is not included; impacts are estimated at less than 1 acre.
7. Wetland impacts, if any, are expected to be minimal. Wetland delineation and banking is not included.

Scope of Services

1. Based on the preliminary meetings and discussions with Champaign County Highway Department personnel, additional Right of Way is not anticipated. If Right of Way will be needed, a supplement to this contract with MSA will be necessary.

Geotechnical Investigation

Scope of Services

1. No geotechnical services are included in this contract. If needed, a local geotechnical firm, agreed upon between MSA and Champaign County, will be the project subconsultant for geotechnical needs, and shall subcontract through MSA in a supplement to this contract.

Public Relations

Scope of Services

1. MSA will not prepare any Public Relations documents nor coordinate any Public Meetings.

Plans, Specifications, Estimate

Scope of Services

1. Project Plans will follow the IDOT standard plan set layout and are anticipated to include the following

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Champaign County Highway Dept	MSA Professional Services	Champaign	24-20142-00-BR

sections:

- a. Title Sheet
- b. Typical Sections, Quantities, General Notes, Survey Tie Points, and Schedule of Quantities.
- c. Plan and Profile Sheet
- d. Bridge Design Sheets
- e. Cross Sections as needed.

2. Project specifications will follow applicable sections of the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction, latest edition.
3. Engineer's estimate of probable costs will be provided at the preliminary and final design stages.
4. The final plans, specifications, and estimate will be submitted to Champaign County and IDOT District 5 for an anticipated March 2025 bid letting and construction in the summer of 2025.
5. The bid letting will be administered through the Champaign County Highway Department.

Construction Services

None

Additional Services

Services that are not included in the above Scope of Services can be provided under separate contract or by amending the scope and fee listed in this Agreement. Examples of additional services that may be needed or desired for completion of the project include:

1. Utility relocation coordination, design or plan preparation (watermain, sanitary sewer, or private utilities).
2. Additional funding applications and administrations not specifically listed in the scope.
3. Additional meetings not specifically listed in the scope.
4. Accommodations for environmental hazards, endangered species, or historical or cultural issues at or near the project site.
5. Permit resubmittals and variance requests (if required for permit applications).
6. Construction & post-construction services beyond what is stated herein.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Champaign County Highway Dept	MSA Professional Services	Champaign	24-20142-00-BR

**EXHIBIT B
PROJECT SCHEDULE**

May 2024	Contract signed and begin project
Jun 2024	Field Survey and Bat Habitat Survey
Jul 2024	Existing superstructure calculations,hydraulic calculations, and initial progress meeting
Aug 2024	Environmental Survey Request Forms and Asbestos determination
Sep 2024	Bridge superstructure calculations and drawings
Oct 2024	Roadway drawings and railing calculations
Nov 2024	Complete drawings and specifications booklet and submit to County for review. 2nd meeting.
Dec 2024	Submittal to IDOT
Jan 2025	Address IDOT comments
Feb 2025	Final Submittal to IDOT and advertisement for bids
Mar 2025	Bid Letting

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Champaign County Highway Dept	MSA Professional Services	Champaign	24-20142-00-BR

**Exhibit C
Qualification Based Selection (QBS) Checklist**

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input type="checkbox"/>
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 BLRS Manual?	<input type="checkbox"/>	<input type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input type="checkbox"/>
5	Do the written QBS policies and procedures cover conflicts of interest?	<input type="checkbox"/>	<input type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input type="checkbox"/>	<input type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input type="checkbox"/>
Project Criteria		Weighting	
8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input type="checkbox"/>
Selection committee (titles) for this project			
Top three consultants ranked for this project in order			
1			
2			
3			
9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input type="checkbox"/>
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 type="checkbox"/>	<input type="checkbox"/>
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	<input type="checkbox"/>	<input type="checkbox"/>
14	QBS according to State requirements used?	<input type="checkbox"/>	<input type="checkbox"/>
15	Existing relationship used in lieu of QBS process?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).	<input type="checkbox"/>	<input type="checkbox"/>

MSA Project 22509000
 C R 2600 N
 Superstructure Replacement
 Structure Number 010-4017
 Champaign County Rantoul Township
 Summary of Staff Hours and Direct Labor Costs

PROJECT TOTAL

Classification	DESIGN PROJECT MANAGER - MID		DESIGN ENGINEER - MID		DESIGN ENGINEER - LOW		DESIGN TECHNICIAN - MID		SURVEY TECHNICIAN - MID		Total Direct Labor	
	Avg. Hourly Wage											
Task	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
TASK - 010 Manage Project Scope and Schedule	0	\$0.00	16	\$1,027.52	6	\$269.40	0	\$0.00	0	\$0.00	22	\$1,296.92
TASK - 020 Hydraulic Design	0	\$0.00	2	\$128.44	44	\$1,975.60	0	\$0.00	0	\$0.00	46	\$2,104.04
TASK - 030 Road Plan Preparation	4	\$280.00	14	\$899.08	4	\$179.60	28	\$1,256.64	0	\$0.00	50	\$2,615.32
TASK - 040 Develop Quantities and Estimates	0	\$0.00	4	\$256.88	4	\$179.60	0	\$0.00	0	\$0.00	8	\$436.48
TASK - 050 Develop PSE Documents	2	\$140.00	4	\$256.88	16	\$718.40	0	\$0.00	0	\$0.00	22	\$1,115.28
TASK - 060 Conduct and Process Existing Field Survey	0	\$0.00	4	\$256.88	4	\$179.60	0	\$0.00	31	\$1,149.17	39	\$1,585.65
TASK - 070 Utility and Agency Coordination	0	\$0.00	6	\$385.32	8	\$359.20	0	\$0.00	0	\$0.00	14	\$744.52
TASK - 080 Design Structure	2	\$140.00	20	\$1,284.40	42	\$1,885.80	42	\$1,884.96	0	\$0.00	106	\$5,195.16
TASK - 100 Construction Services	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
AUTHORIZED TOTAL:	8	\$560.00	70	\$4,495.40	128	\$5,747.20	70	\$3,141.60	31	\$1,149.17	307	\$15,093.37

Direct Expenses by Item

Item	Unit Amount	Unit Type	Rate	Total Expenses
Copies	200	Each	\$0.12	\$24.00
Mileage	580	Miles	\$0.655	\$379.90
Per Diem	1	Each	\$140.00	\$140.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
AUTHORIZED TOTAL				\$543.90

MSA Project 22509000
 C R 2600 N
 Superstructure Replacement
 Structure Number 010-4017

 Champaign County Rantoul Township

 MSA Professional Services

	Copies	Mileage	Copies Cost	Mileage Cost	Per Diem	0	0	0	0	0	Total Direct Costs
TASK - 010 Manage Project Scope and Schedule	200	40	\$24.00	\$26.20							\$50.20
TASK - 020 Hydraulic Design			\$0.00	\$0.00							\$0.00
TASK - 030 Road Plan Preparation			\$0.00	\$0.00							\$0.00
TASK - 040 Develop Quantities and Estimates			\$0.00	\$0.00							\$0.00
TASK - 050 Develop PSE Documents			\$0.00	\$0.00							\$0.00
TASK - 060 Conduct and Process Existing Field Survey		540	\$0.00	\$353.70	\$140.00						\$493.70
TASK - 070 Utility and Agency Coordination			\$0.00	\$0.00							\$0.00
TASK - 080 Design Structure			\$0.00	\$0.00							\$0.00
TASK - 100 Construction Services			\$0.00	\$0.00							\$0.00
Authorized Total	200	580	\$24.00	\$379.90	\$140.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$543.90

Fee Computation Summary by Engineering Task

MSA Professional Services, Inc.

**MSA Project 22509000
C R 2600 N
Superstructure Replacement
Structure Number 010-4017
Champaign County Rantoul Township**

PROJECT TOTAL

Task	Direct Labor Costs	Indirect Costs	Direct Expenses	Total
TASK - 010 Manage Project Scope and Schedule	\$1,296.92	\$2,392.43	\$50.20	\$3,739.55
TASK - 020 Hydraulic Design	\$2,104.04	\$3,881.32	\$0.00	\$5,985.36
TASK - 030 Road Plan Preparation	\$2,615.32	\$4,824.48	\$0.00	\$7,439.80
TASK - 040 Develop Quantities and Estimates	\$436.48	\$805.17	\$0.00	\$1,241.65
TASK - 050 Develop PSE Documents	\$1,115.28	\$2,057.36	\$0.00	\$3,172.64
TASK - 060 Conduct and Process Existing Field Survey	\$1,585.65	\$2,925.05	\$493.70	\$5,004.40
TASK - 070 Utility and Agency Coordination	\$744.52	\$1,373.42	\$0.00	\$2,117.94
TASK - 080 Design Structure	\$5,195.16	\$9,583.51	\$0.00	\$14,778.67
TASK - 100 Construction Services	\$0.00	\$0.00	\$0.00	\$0.00
FIXED FEE				\$4,980.81
AUTHORIZED TOTAL:	\$15,093.37	\$27,842.74	\$543.90	\$48,460.82

Home Office Indirect Cost Rate (%):

184.4700%

Fixed Fee (%):

11.60%

Note: Fixed Fee Based on OHR of 150%

Consultant Contract Total Fee Computation

MSA Professional Services, Inc.

MSA Project 22509000
 C R 2600 N
 Superstructure Replacement
 Structure Number 010-4017
 Champaign County Rantoul Township

Project ID	22509000					Total for Contract/ Work Order
Number of Staff Hours	307					307
Total Direct Labor	\$15,093.37					\$15,093.37
Total Overhead Costs	\$27,842.74					\$27,842.74
Fixed Fee	\$4,980.81					\$4,980.81
Direct Expenses	\$543.90					\$543.90
Subtotal	\$48,460.82					\$48,460.82
Subconsultant	\$0.00					\$0.00
Subconsultant	\$0.00					\$0.00
TOTAL COST	\$48,460.82					\$48,460.82

Home Office Indirect Cost Rate (%) 184.4700%

Fixed Fee (%) 11.60%

Schedule of Subcontracts

WORK ELEMENT	NAME OF SUBCONSULTANT	Method of Payment	Subcontract Amount
			\$0.00
			\$0.00
			\$0.00