



January 17, 2018

Mr. Jeremie Lukowicz, P.E.
Village of Villa Park
20 S. Ardmore Avenue
Villa Park, IL 60181

Re: Retaining Wall SE of Ardmore Avenue Bridge over CN Railway
Bid Docs Package Proposal

Dear Mr. Lukowicz:

On behalf of V3 Companies, I am pleased to submit this proposal for structural engineering services on the above-referenced project. If you find this proposal to be acceptable, the executed copies of this letter, together with the attached documents, will constitute the entire agreement between the Village of Villa Park (CLIENT) and V3 Companies (V3) for services on this project.

PROJECT UNDERSTANDING

It is our understanding that the Village of Villa Park requires bid documents for the replacement of a failing timber retaining wall at the north end of the dead end road just to the southeast of the Ardmore Avenue Bridge over the CN Railway.

COMPENSATION

	Scope Exhibit	Phase Code	Fee
Bid Docs Package	Exhibit I	B02	\$1,800 Lump Sum

TOTAL PROFESSIONAL SERVICE FEES

\$1,800

Miscellaneous Exhibits

Extent of Agreement Exhibit II
V3 Standard Billing Rate Schedule Exhibit III

For Additional Services of V3's principals and employees engaged directly on the Project, V3 shall be paid a fee based on the actual hours expended multiplied by V3's Billing Rate Schedule attached hereto.

In addition to the professional services fees set forth above, V3 shall be compensated for reimbursable expenses such as printing, postage, messenger service, travel and other similar project-related items at actual cost.

CLIENT will be invoiced monthly for professional services and reimbursable expenses. The above financial arrangements are on the basis of prompt payment of invoices and the orderly and continuous progress of the Project through construction.

MISCELLANEOUS CONTRACTUAL ITEMS

V3 will initiate its services promptly upon receipt of CLIENT's acceptance of this proposal.

If there are protracted delays for reasons beyond V3's control, an equitable adjustment of the above-noted compensation shall be negotiated taking into consideration the impact of such delay on the pay scales applicable to the period when V3's services are, in fact, being rendered.

If CLIENT or other interested parties request electronic copies of design data, V3 shall be indemnified from any claims arising out of the accuracy, misuse or reuse by others of the data delivered in electronic form.

We trust you will find this satisfactory, and ask that you countersign both copies of this letter to indicate your approval of this proposal and return one copy for our records. Please feel free to contact me if you have any questions or comments regarding this proposal.

We appreciate the opportunity to present this proposal and look forward to working with Villa Park on this project.

Sincerely,
V3 COMPANIES



Philip J. Maloney, P.E., S.E.
Senior Project Manager

Accepted For:
VILLAGE OF VILLA PARK

By: 

Title: Ast. Village Engineer

Date: 1/23/18

Attachments

EXHIBIT I
Bid Docs Package (B02)

1. Create a "Contract Documents" package similar to that provided by V3 for the 2018 South Michigan Avenue Improvement Project (Jackson to Madison).
2. The CLIENT shall provide V3 with the following:
 - Dates and miscellaneous information required for inclusion in the Contract Documents package.

EXHIBIT II
Extent of Agreement

This agreement is for the creation of a package of bid documents for the construction of a replacement retaining wall for the existing failing timber wall (previously designed by V3). Should additional services be required beyond this particular scope, these will be the subject of a separate agreement. Furthermore, this agreement does **not** include services for:

1. Construction Phase services.
2. Survey Services of any kind.

Please note that V3 can provide many of the services outlined above should they be required.

EXHIBIT III

**V3 COMPANIES
PUBLIC SECTOR
BILLING RATE SCHEDULE**

(Rates effective January 1, 2018 through December 31, 2018)

Description	Hourly Rate
Principal/Division Director	200.00
Senior Project Manager	190.00
Project Manager II	160.00
Superintendent	150.00
Resident Engineer II	160.00
Resident Construction Manager II	155.00
Project Manager I	145.00
Resident Engineer I	145.00
Senior Project Engineer	135.00
Resident Construction Manager I	140.00
Construction Administrator III	135.00
Project Engineer II	120.00
Senior Estimator	180.00
Senior Construction Technician	120.00
Project Engineer I	120.00
Construction Technician III	110.00
Survey Crew Chief	110.00
Project Surveyor III	110.00
Engineer III	105.00
Project Scientist	100.00
Project Surveyor I/II	105.00
Design Technician III	100.00
Construction Administrator II	95.00
Engineer II	95.00
Engineer I	90.00
Instrument Operator	85.00
Scientist III	80.00
Technician II	80.00
Scientist I/II	70.00
Administration	60.00
Estimating Technician	80.00
Technician I	60.00