

MAY 03 2010

ORDINANCE NO. 2784

**AN ORDINANCE TO EMPLOY OATES ASSOCIATES, INC. OF  
COLLINSVILLE, ILLINOIS TO RENDER PROFESSIONAL  
SERVICES TO THE CITY OF COLUMBIA, ILLINOIS FOR  
ADDITIONAL CONSTRUCTION ENGINEERING IN  
CONNECTION WITH THE PALMER ROAD RESURFACING.**

*Ronald Colby*  
City Clerk

WHEREAS, the City Council of the City has found and determined and does hereby declare that it is necessary and appropriate that the City employ Oates Associates, Inc. to provide professional services to the City for additional construction engineering services of the Palmer Road Resurfacing from DD Road to Ghent Road;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Columbia, Illinois, as follows:

**Section 1.** The recitals contained above in the preamble of this Ordinance are hereby incorporated herein by reference, the same as if set forth in this Section of this Ordinance verbatim, as findings of the City Council of the City of Columbia, Illinois.

**Section 2.** The City Council of the city does hereby authorize the employment of Oates Associates, Inc. to provide the professional services to the City for additional construction engineering with regard to the City's Palmer Road Resurfacing Project. The Mayor is hereby authorized and directed to execute and deliver to Oates Associates, Inc., for and on behalf of the City, the "Construction Engineering Services Agreement for Federal Participation" between the City of Columbia, Illinois and Oates Associates, Inc. for a lump sum not to exceed Sixteen Thousand One Hundred Dollars (\$16,100.00) in the form attached hereto, which is hereby approved as to form, in as many counterparts as the Mayor shall determine and the City Clerk is hereby authorized and directed to attest the same and to affix thereto the corporate seal of the City.

**Section 3.** This ordinance shall be in full force and effect from and after its passage, as provided by law.

Alderman Ebersohl moved the adoption of the above and foregoing Ordinance; the motion was seconded by Alderman Roessler, and the roll call vote was as follows:

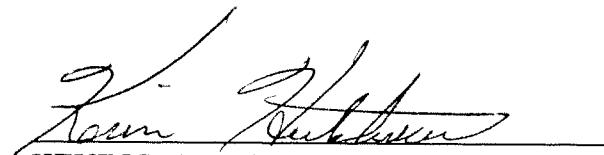
YEAS: Aldermen Ebersohl, Agne, Niemietz, Row, Hejna, Oberfell, Stumpf and Roessler.

NAYS: None.

ABSENT: None.

ABSTENTIONS: None.

PASSED by the City Council and APPROVED by the Mayor this 3<sup>rd</sup> day of May, 2010.



KEVIN B. HUTCHINSON, Mayor

ATTEST:



J. RONALD COLYER, City Clerk

(SEAL)

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF MONROE )

**CERTIFICATE OF TRUE COPY**

I, J. Ronald Colyer, hereby certify that I am the duly elected and acting City Clerk of the City of Columbia, Illinois and as such I am the keeper of the books, records, files and corporate seal of said City.

I do further certify that Ordinance No. 2784, entitled:

**“AN ORDINANCE TO EMPLOY OATES ASSOCIATES, INC. OF  
COLLINSVILLE, ILLINOIS TO RENDER PROFESSIONAL  
SERVICES TO THE CITY OF COLUMBIA, ILLINOIS FOR  
ADDITIONAL CONSTRUCTION ENGINEERING IN  
CONNECTION WITH THE PALMER ROAD RESURFACING.”**

to which this certificate is attached, is a true, perfect, complete and correct copy of said ordinance as adopted at a regular meeting of the Columbia, Illinois City Council held on the 3<sup>rd</sup> day of May, 2010.

IN WITNESS WHEREOF, I have made and delivered this certificate for the uses and purposes hereinabove set forth this 3<sup>rd</sup> day of May, 2010.

  
J. RONALD COLYER, City Clerk

(SEAL)

Local Agency City of Columbia County Monroe Section 09-00048-00-RS Project No. Job No. Contact Name/Phone/E-mail Address Ron Williams / 618-281-7144 ron@columbiaillinois.com	 <b>Illinois Department of Transportation</b> <b>Construction Engineering Services Agreement For Federal Participation</b>	<b>Consultant</b> <b>Oates Associates, Inc.</b> Address 100 Lanter Court, Suite 1 City Collinsville State IL Zip Code 62234 Contact Name/Phone/E-mail Address Tom Cissell / 618-345-2200 tom.cissell@oatesassociates.com
LOCAL AGENCY CONTACT		C O N S U L T A N T

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT described herein. Federal-aid funds allotted to the LA 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 the following terms are used, they shall be interpreted to mean:

<b>Regional Engineer</b>	Regional Engineer, Department of Transportation
<b>Resident Engineer</b>	LA Employee directly responsible for construction of the PROJECT
<b>Contractor</b>	Company or Companies to which the construction contract was awarded

#### Project Description

Name Palmer Road Resurfacing Route \_\_\_\_\_ Length \_\_\_\_\_ Structure No. \_\_\_\_\_

Termini \_\_\_\_\_

Description:

#### Agreement Provisions

##### I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the engineering services for the LA, 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 LA; 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 LA 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 resident engineer 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 LA by the required form and number of copies, all partial and final payment estimates, change orders, records, documentation and reports required by the LA and the STATE.
- m. Revision of contract drawings to reflect as built conditions.

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 resident engineer or authorized representative.
4. To attend meetings and visit the site of the work at any reasonable time when requested to do so by representatives of the LA 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 LA. 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 resident engineer, 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 LA 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 LA. Should any damage to persons or property result from the ENGINEER's error, omission or negligent act, the ENGINEER shall indemnify the LA, 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 LA.
9. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.
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 LA.
12. To submit all invoices to the LA 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.

## II. THE LA AGREES,

1. To furnish a resident engineer to be in responsible charge of general supervision of the construction.
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       CPFF = DL + DL(OH) + 14.5%[DL + R(DL) + OH(DL) + IHDC], or  
 CPFF = 14.5%[DL + R(DL) + 1.4(DL) + IHDC], or  
 CPFF = 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

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 LA, 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 LA, 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 LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA 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 LA, 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 LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA 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.).

### **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 RESIDENT ENGINEER. The ENGINEER shall complete all services specified herein within a time considered reasonable to the LA, 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 LA 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 LA upon written notice to the ENGINEER, at the ENGINEER's last known address, with the understanding that should the AGREEMENT be terminated by the LA, 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 LA.
5. That any differences between the ENGINEER and the LA 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 LA, 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 LA (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 LA.
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 LA deems appropriate.

#### Agreement Summary

Prime Consultant:	TIN Number	Agreement Amount
Oates Associates, Inc.	37-1256935	\$16,100
<hr/>		
Sub-Consultants:	TIN Number	Agreement Amount
<hr/>		
Sub-Consultant Total:		
Prime Consultant Total:		\$16,100
Total for all Work:		\$16,100

Executed by the LA:

City of Columbia  
(Municipality/Township/County)

ATTEST:

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Title: Mayor

(SEAL)

Executed by the ENGINEER:

ATTEST:

By:

Joseph G. Hagerty

Title: Chief Executive Officer

Oates Associates, Inc.

By:

Bruce P. Schopp

Bruce P. Schopp

Title: President, Chief Operation Officer

## Exhibit A - Construction Engineering

Route:			
Local Agency:	(Municipality/Township/County)		
Section:			
Project:			
Job No.:			
Method of Compensation:			
Cost Plus Fixed Fee 1	<input type="checkbox"/>	14.5%[DL + R(DL) + OH(DL)]	
Cost Plus Fixed Fee 2	<input type="checkbox"/>	14.5%[DL + R(DL) + 1.4%OH(DL)]	
Cost Plus Fixed Fee 3	<input type="checkbox"/>	14.5%[(2.3 + R)DL + IHDL]	
Specific Rate	<input type="checkbox"/>		
Lump Sum	<input type="checkbox"/>		

\*Firm's **approved rates** on file with IDOT's Bureau of Accounting and Auditing:

Overhead Rate (OH)	0.00	%
Complexity Factor (R)	0.00	
Calendar Days		

## Cost Estimate of Consultant's Services [In Dollars]



## Exhibit B

## Illinois Department of Transportation

## Engineering Payment Report

### **Prime Consultant**

Name \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone \_\_\_\_\_  
TIN Number \_\_\_\_\_

## Project Information

Local Agency \_\_\_\_\_  
Section Number \_\_\_\_\_  
Project Number \_\_\_\_\_  
Job Number \_\_\_\_\_

This form is to verify the amount paid to the Sub-consultant on the above captioned contract. Under penalty of law for perjury or falsification, the undersigned certifies that work was executed by the Sub-consultant for the amount listed below.

**Signature and title of Prime Consultant**

Date

Note: The Department of Transportation is requesting disclosure of information that is necessary to accomplish the statutory purpose as outlined under state and federal law. Disclosure of this information is REQUIRED and shall be deemed as concurring with the payment amount specified above.



Illinois Department  
of Transportation

COST ESTIMATE OF  
CONSULTANT  
SERVICES  
(Cost Plus Fixed Fee)

Firm: OATES ASSOCIATES, INC.  
Route: Palmer Road Resurfacing  
Project: Construction Phase Services  
Section: 09-00048-00-RS  
City: Columbia, IL  
Job No.: 29017

DATE: 04/13/10  
Overhead Rate: 153.99%  
Complexity Factor: 0.000

DBE DROP BOX	ITEM	Person Hours (A)	Payroll (B)	Overhead & Fringe Benefits (C)	In-House Direct Costs (D)	Fixed Fee (E)	Outside Direct Costs (F)	Services By Others (G)	DBE Total (B+C+D+E+F+G)	Total (B+C+D+E+F+G)	% of Grand Total
13.0	CONSTRUCTION PHASE SERVICES	193	\$5,550.68	\$8,547.49		\$2,044.23			\$16,142.40	100.00	
	<b>TOTALS</b>	<b>193</b>	<b>\$5,550.68</b>	<b>\$8,547.49</b>		<b>\$2,044.23</b>			<b>\$16,142.40</b>	<b>100.00</b>	

**EXHIBIT D**  
**ESTIMATE OF PERSON HOURS**

**FIRM:** QATES ASSOCIATES, INC.  
**ROUTE:** Palmer Road Resurfacing  
**PROJECT:** Construction Phase Services  
**SECTION:** 09-00048-00-RS  
**COUNTY:** Columbia, IL  
**JOB NO.:** 28017

**Date:** 04/13/10

TASK	PRIN. ENGR.	SR. ENGR.	ENGR. I	ENGR. II	JR. ENGR.	TOTAL	SCOPE OF WORK
<b>13.0 CONSTRUCTION PHASE SERVICES</b>							
13.1 Structural Shop Drawing Review	0	0	24	160	0	184	
13.2 Residential Shop Drawing Review	0	0	0	0	0	0	Assume no shop drawing review
13.3 Construction Coordination and Visits	0	0	0	0	0	0	Assume no shop drawing review
13.3.1 preconstruction meeting							0 time. City previously met with IDOT and City Engineer will provide guidance
13.3.2 construction visits							assume 5 weeks of construction for 25 working days 0 <1 ac. Disturbed area.
13.4 Pre-Construction	0	0	0	0	8	8	0 <1 ac. Disturbed area.
13.4.1 Notice of Intent for IEPA							4 hrs. Per job
13.4.2 BC-71576 Resident Construction Supervision/Inspection							2 hours per job
13.4.3 BC-881 Adjustment to Accuracy of Plan Quantities							2 hours per job
13.4.4 OPER-125 Traffic Control Authorization							2 hours per job
13.5 Construction Documentation	0	0	24	105	129	180	City Engineer is RE. Dates will help prepare documents for his review and signature
13.5.1 Daily entries							0.5 hrs/day X 35 days
13.5.2 Print Draft							3 hrs/week X 6 weeks
13.5.3 Daily quantities							15 hrs/week X 6 weeks + checking
13.5.4 Print Daily Quantities							6 hrs/week X 6 weeks
13.5.5 BC-233 Back Up Schedule							0 include with 13.5.4
13.5.6 Create Quality Book							0 agreed date. Administrative Assistant will prepare.
13.5.7 BC-235 Weekly Report of Results							1 hr/week + checking
13.5.8 BC-235s Erosion Control Inspection Report							0 <1 acre, not required
13.5.9 BC-726 Traffic Control Inspection Report							6 hrs/week X 6 weeks
13.5.10 Coring							0 none required
13.5.11 BC-2367 Independent Truck Weight Check							6 hrs/week of tonnage pay items
13.5.12 P-1 Estimates							12 hours X 2 per month X 2 months + checking
13.5.13 Authorizations							assume 3 @ 4 hrs each + checking
13.5.14 BC-163 Report of Employee Interviews							4 hrs. each @ 2 per job
13.5.15 Requests for Assignment							1 hr/week X 6 weeks
13.5.16 Project Documentation reviews							Dates construction manager will review
13.6 Winter shut-down	0	0	0	0	0	0	8 paperwork in two 4-hr sessions. Assume City Engineer will check paperwork
13.7 Construction Close-out	0	0	0	0	40	40	
13.7.1 Assemble final paperwork for audit							30 hours per job
13.7.2 BC-71 Final Ins. Report of State Road Work							2 hours per job 2 hrs. City review
13.7.3 BC-107 Final Acceptance of Improvement							2 hours per job
13.7.4 BC-111 Checklist for Engineer's Final Payment							2 hours per job
13.7.5 BC-808 Local Agency Certification							2 hours per job
13.7.6 1/4-11 Net cost of Section							2 hours per job
13.7.7 M-854 Air Shoring Reports							2 hours per job
13.7.8 M-655 Concrete Strength Reports							0
13.8 Construction Testing & Observation	0	0	0	16	0	0	
13.8.1 Aggregate gradation samples from plant							8 days X 4 hrs/day minus 16 hrs ind in eng
13.8.2 HHD testing							6 days
13.8.3 FCC mix testing							0 N/A
13.8.4 Cylinder breakts							0 N/A
13.9 Construction Staking	0	0	0	0	0	0	not included, contractor staking
13.9.1 Verify control for contractor staking							0 not included