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## AGREEMENT

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THIS AGREEMENT is made and entered into this \_\_\_\_ day of November 2019, by and between, Vigo County, Indiana, acting through its Board of Commissioners, hereinafter referred to as the "LOCAL PUBLIC AGENCY", and

USI Consultants, Inc.

8415 E. 56<sup>th</sup> Street

Indianapolis, IN 46216

(317) 544-4996

hereinafter referred to as the "CONSULTANT."

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## WITNESSETH

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WHEREAS, the LOCAL PUBLIC AGENCY desires to contract for engineering services required to , for the project hereinafter described, and,

WHEREAS, THE CONSULTANT has expressed a willingness to provide said engineering services as desired by the LOCAL PUBLIC AGENCY and to furnish the engineering services in connection therewith;

NOW, THEREFORE, the parties hereto agree that said CONSULTANT shall provide the services and documents, hereinbefore and hereinafter described, in relation to the following described project:

### **CLINTON STREET CORRIDOR STUDY**

### **FROM PARK AVE TO BUDD ROAD**

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto mutually covenant and agree as follows:

#### SECTION 1: SERVICES BY CONSULTANT

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The services to be provided by the CONSULTANT under this Agreement are as set out in Appendix "A" attached to this Agreement, and made an integral part hereof.

#### SECTION II: INFORMATION AND SERVICES TO BE FURNISHED BY THE LOCAL PUBLIC AGENCY

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The information and services to be furnished by the LOCAL PUBLIC AGENCY are as set out in Appendix "B", attached to this Agreement, and made an integral part hereof.

### SECTION III: NOTICE TO PROCEED AND SCHEDULE

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The CONSULTANT shall begin the work to be performed under this Agreement immediately upon receipt of the written notice to proceed from the LOCAL PUBLIC AGENCY, and shall deliver the work to the LOCAL PUBLIC AGENCY in accordance with the Schedule contained in Appendix "C", which is attached to this Agreement, and incorporated herein by reference.

The CONSULTANT shall not begin work prior to the date of the Notice to Proceed.

The LOCAL PUBLIC AGENCY reserves the right to issue Notice-to-Proceed on all or part of the work included in this Agreement subject to available funding.

### SECTION IV: COMPENSATION

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The CONSULTANT shall receive payment for the work performed under this Agreement as set forth in Appendix "D", which is attached to this Agreement, and incorporated herein by reference.

### SECTION V: GENERAL PROVISIONS

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#### 1. Work Office

The CONSULTANT shall perform the work under this Agreement at the following offices:

USI CONSULTANTS, INC.  
8415 E. 56<sup>th</sup> Street  
Indianapolis, IN 46216  
Office: (317) 544-4996

The CONSULTANT shall notify the LOCAL PUBLIC AGENCY of any change in its mailing address and/or the location(s) of the office(s) where the work is performed.

#### 2. Employment

During the period of this Agreement, the CONSULTANT shall not engage, on a full or part time or other basis, any LOCAL PUBLIC AGENCY personnel who remain in the employ of the LOCAL PUBLIC AGENCY.

The State of Indiana has enacted a law (I.C. 22-5-1.7) that requires an entity entering into a contract with a state agency or political subdivision to verify that their employees are legally eligible to work in the United States. As a term of this agreement, CONSULTANT shall:

- A. Enroll in and verify the work eligibility status of newly hired employees through the E-Verify programs (but is not required to do this if the E-Verify program no longer exists); and
- B. Certifies that the CONSULTANT does not knowingly employ unauthorized aliens.

3. Covenant against Contingent Fees

The CONSULTANT warrants that he has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this Agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the LOCAL PUBLIC AGENCY shall have the right to annul this Agreement without liability or, in its discretion to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

4. Subletting and Assignment of Contract

No portion of the work under the Agreement shall be sublet, assigned or otherwise disposed of, except with the written consent of the LOCAL PUBLIC AGENCY. Consent to sublet, assign or otherwise dispose of any portion of the work under this Agreement shall not be construed to relieve the CONSULTANT of any responsibility for the fulfillment of this Agreement. A subcontractor shall not subcontract any portion of its work under this Agreement.

5. Ownership of Documents/Instruments of Service

The LOCAL PUBLIC AGENCY acknowledges the CONSULTANT'S documents as instruments of professional service. Nevertheless, the plans and specifications prepared under this agreement shall become the property of the LOCAL PUBLIC AGENCY upon completion of the work and payment in full of all monies due to the CONSULTANT. The LOCAL PUBLIC AGENCY shall not reuse or make any modification to the plans and specifications without the prior written authorization of the CONSULTANT. The LOCAL PUBLIC AGENCY agrees, to the fullest permitted by law, to indemnify and hold the CONSULTANT harmless from any claim, liability or cost (including reasonable attorneys' fees and defense costs) arising or allegedly arising out of any unauthorized reuse or modification of the plans and/or specifications by the LOCAL PUBLIC AGENCY or any person or entity that acquires or obtains the plans and specifications from or through the LOCAL PUBLIC AGENCY without written authorization of the CONSULTANT.

6. Access to Records

The CONSULTANT and his subcontractors shall maintain all books, documents, papers, accounting records and other evidence pertaining to the cost incurred and shall make such materials available at its respective offices at all reasonable times during the period of this Agreement and for three years from the date of final payment under the terms of this Agreement, for inspection by the LOCAL PUBLIC AGENCY, and copies thereof shall be furnished if requested.

#### Compliance with State and Other Laws

The CONSULTANT specifically agrees that in performance of the services herein enumerated by him or by a subcontractor or anyone acting in behalf of either, that he or they will comply with state, federal and local statutes, ordinances, and regulations applicable to the performance of this Agreement.

#### 7. Standard of Performance

Services provided by CONSULTANT under this Agreement shall be performed in accordance with generally accepted engineering practices. All estimates, recommendations, opinions, and decisions shall be based on available information at the time, and the experience, technical qualifications, and professional judgment of CONSULTANT. CONSULTANT shall hold harmless the LOCAL PUBLIC AGENCY from claims, suits, actions, and damages resulting from the negligent acts, errors or omissions of the CONSULTANT under this Agreement.

#### 8. Status of Claim

The CONSULTANT shall be responsible for keeping the LOCAL PUBLIC AGENCY currently advised as to the status of any claims made for damages against the CONSULTANT resulting from services performed under this Agreement. The CONSULTANT shall send notice of claims related to work under this Agreement to the LOCAL PUBLIC AGENCY.

#### 9. Responsibility of the CONSULTANT

- A. The CONSULTANT shall be responsible for the professional quality, technical accuracy, and the coordination of all designs, drawings, specifications and other services furnished by the CONSULTANT under this contract. The CONSULTANT shall, without additional compensation, correct or revise any errors or deficiencies in its designs, drawings, specifications, and other services if the errors or deficiencies resulted, independently of all other causes, from negligence of the CONSULTANT. The CONSULTANT shall not be responsible for errors, omissions or deficiencies in the designs, drawings, specifications, reports or other services of the LOCAL PUBLIC AGENCY or other consultants, including, without limitation, surveyors and geotechnical engineers, who have been retained by LOCAL PUBLIC AGENCY. The CONSULTANT shall have no liability for errors or deficiencies in its designs, drawings, specifications and other services that were caused, or contributed to, by errors or deficiencies (unless such errors, omissions or deficiencies were known or should have been known by the CONSULTANT) in the designs, drawings, specifications and other services furnished by the LOCAL PUBLIC AGENCY, or other consultants retained by the LOCAL PUBLIC AGENCY.

- B. Neither the LOCAL PUBLIC AGENCY'S review, approval or acceptance of, nor payment for, the services required under this contract shall be construed to operate as a waiver of any rights under this contract or of any cause of action arising out of the performance of this contract, and the CONSULTANT shall be and remain liable to the LOCAL PUBLIC AGENCY in accordance with applicable law for all damages to the LOCAL PUBLIC AGENCY caused by the CONSULTANT'S negligent performance of any of the services furnished under this contract.
- C. The CONSULTANT shall be responsible for all damage to life and property caused by errors or omissions of the CONSULTANT, its subcontractors, or employees in connection with the services rendered by the CONSULTANT pursuant to this contract. The CONSULTANT shall indemnify and hold harmless the LOCAL PUBLIC AGENCY and their officials and employees, from any liability due to loss, damage, injuries, or other casualties of whatever kind, which, directly and independently of all other causes, arise out of, or result from, the negligence of the CONSULTANT, its employees, in performing the services that are required of the CONSULTANT by this contract.
- D. The CONSULTANT shall have no responsibility for supervising, directing or controlling the work of contractors or other consultants retained by the LOCAL PUBLIC AGENCY, nor shall the CONSULTANT have authority over, or responsibility for, the means, methods, techniques, sequences or procedures of construction (except those required by the contract plans, specifications, special provisions, etc. prepared by the CONSULTANT) selected by contractors. The CONSULTANT shall have no responsibility for the safety of persons on or off the job site, and whether or not engaged in the work, for safety precautions and programs incident to the work of contractors, or for any failure of contractors or others to exercise care for the safety of any person, including employees of contractors, or to comply with laws, rules, regulations, ordinances, codes or orders applicable to contractors' performance of the work.
- E. The rights and remedies of the LOCAL PUBLIC AGENCY provided for under this contract are in addition to any other rights and remedies provided by law.
- F. The CONSULTANT shall have an affirmative duty to advise the LOCAL PUBLIC AGENCY of any known or obvious errors, omissions, or deficiencies in the designs, drawings, specifications, reports, or other services of the LOCAL PUBLIC AGENCY or consultants retained by the LOCAL PUBLIC AGENCY.

10. Insurance

The CONSULTANT shall procure and maintain, until final payment by the LOCAL PUBLIC AGENCY for the services covered by this Agreement, insurance of the kinds and in the amounts hereinafter provided in insurance companies authorized to do such business in the State of Indiana covering all operations under this Agreement whether performed by him or by his subcontractor. During the life of this Agreement, the CONSULTANT shall furnish the LOCAL PUBLIC AGENCY with certificates showing that the required insurance coverage is maintained.

The CONSULTANT will provide the following minimum insurance requirements:

- |    |                                  |   |
|----|----------------------------------|---|
| A. | Workers' Compensation Insurance: | Employer's Liability:<br>\$1,000,000 each accident<br>\$1,000,000 Disease - Each employee<br>\$1,000,000 Disease - Policy Limit   |
| B. | General Liability Insurance:     | \$1,000,000 per occurrence bodily injury<br>or property damage<br>\$300,000 Damage to Rented Property<br>(each occurrence)<br>\$5,000 Medical Expense per person<br>\$2,000,000 Annual aggregate<br>\$1,000,000 Personal & Adv. Injury<br>\$2,000,000 Products- Comp/OP/Agg |
| C. | Automobile Liability             | \$1,000,000 Combined Single Limit   |
| D. | Professional Liability           | \$5,000,000 each claim<br>\$5,000,000 annual aggregate  |

11. Liability for Damages

CONSULTANT agrees to take all necessary precautions for the safety of, and the prevention of injury, loss or death to its employees on or off of the project site and to comply with the provisions of safety laws, rules, ordinances, regulations and orders of duly constituted public authorities applicable to its employees and to CONSULTANT'S performance of its services under this Agreement. Provided, however, the CONSULTANT and the LOCAL PUBLIC AGENCY shall not be responsible for the means, methods and techniques of the construction contractor in the prosecution of its work nor for the construction contractor(s)' and their subcontractors' safety programs, training or compliance with safety requirements including OSHA and IOSHA nor for any injury, death or property damage to the contractor, subcontractor or their employees arising out of an accident or incident which may occur incidental to the construction of the project.

CONSULTANT will apply the reasonable standard of care to comply with applicable laws in effect at the time the services are performed hereunder, which to be best of its knowledge, information and belief, apply to its obligations under this Agreement. CONSULTANT shall indemnify the LOCAL PUBLIC AGENCY, its officers and employees against any claim or liability to the extent caused by a negligent act by the CONSULTANT.

CONSULTANT assumes all risk of loss, damage or destruction to CONSULTANT'S work, all of his materials, tools, appliances and property of every description, and of injury to or deaths of CONSULTANT or his employees arising out of or in connection with the performance of this Agreement, including that which occurs due to the acts or failure to act of any third party, other than that which is solely caused by the LOCAL PUBLIC AGENCY or caused solely by any third party.

To the fullest extent permitted by law, the CONSULTANT shall indemnify and hold harmless the LOCAL PUBLIC AGENCY from any negligent act by the CONSULTANT, his subcontractors, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable. Such obligation shall not be construed to negate, abridge or reduce other rights or obligations of indemnities which would otherwise exist as to a party or person described in this paragraph.

The CONSULTANT shall be responsible for keeping the LOCAL PUBLIC AGENCY currently advised as to the status of any claims made for damages against the CONSULTANT resulting from services performed under this contract. The CONSULTANT shall send notice of claims related to work under this contract to:

**LPA CONTACT INFO:**

VIGO COUNTY – COUNTY ENGINEER  
121 Oak Street  
Terre Haute, IN 47807

Attn: Larry Robbins

The CONSULTANT'S indemnity obligations shall survive the completion, cancellation or early termination of the Agreement.

**12. Progress Reports**

If requested, the CONSULTANT shall submit a monthly Progress Report to the LOCAL PUBLIC AGENCY by the tenth of each month, showing progress to the first of the month, or may otherwise communicate project status in the form of meetings, phone calls, faxes, emails, etc. The most current progress report should be submitted with each invoice.

13. Changes in Work

In the event the LOCAL PUBLIC AGENCY requires a major change in scope, character or complexity of the work after work has progressed as directed by the LOCAL PUBLIC AGENCY, adjustments in compensation to the CONSULTANT and in time for performance of the work as modified, shall be determined by the LOCAL PUBLIC AGENCY in the exercise of its honest and reasonable judgment and the CONSULTANT shall not commence the additional work or the change of the scope of the work until a supplemental agreement is executed and the CONSULTANT is authorized in writing by the LOCAL PUBLIC AGENCY to proceed with the work.

14. Delays and Extensions

The CONSULTANT agrees that no charges or claim for damages shall be made by it for any minor delays from any cause whatsoever during the progress of any portion of the services specified in this contract. Such delays, if any, shall be compensated for by an extension of time for such period as may be determined by the LOCAL PUBLIC AGENCY. It being understood, however, that the permitting of the CONSULTANT to proceed to complete any services, or any part of them after the date to which the time of completion may have been extended, shall in no way operate as a waiver on the part of the LOCAL PUBLIC AGENCY of any of its rights herein.

15. Abandonment and Termination

The CONSULTANT and LOCAL PUBLIC AGENCY reserve the right to terminate or suspend this Agreement for any reason upon written notice.

If either the CONSULTANT or the LOCAL PUBLIC AGENCY shall abandon the services herein mentioned, the CONSULTANT shall deliver to the LOCAL PUBLIC AGENCY all data, reports, drawings, specifications, computer files in a format acceptable to the Local Public Agency and estimates completed or partially completed and these shall become the property of the LOCAL PUBLIC AGENCY. The earned value of the work performed shall be based upon an estimates of the portions of the total services as have been rendered by the CONSULTANT to the date of the abandonment and which estimate shall be as made by the LOCAL PUBLIC AGENCY in the exercise of its honest and reasonable judgment for all services to be paid for on a lump sum basis and shall be based upon an audit for those services to be paid for on a cost basis or a cost plus fixed fee basis.

If, at any time, for any cause whatsoever, the CONSULTANT shall abandon or fail to timely perform any of its duties hereunder, including the preparation and completion of plans and specifications within the several items specified in Appendix "C", or within such further extension or extensions of time as agreed upon, the LOCAL PUBLIC AGENCY may give written notice that if the CONSULTANT shall not, within twenty (20) calendar days from the date of such notice, have complied with the requirements of this contract, then the contract is terminated.



Upon the mailing or delivery of such notice or personal delivery thereof to the CONSULTANT, and the failure of the CONSULTANT within the twenty (20) day period to fully comply with each and all requirements of this contract, this contract shall terminate and the LOCAL PUBLIC AGENCY may by any method it deems to be necessary designate and employ other consultants, by contract or otherwise, to perform and complete the services herein described. When written notice is referred to herein, it shall be deemed given when deposited in the mail addressed to the CONSULTANT at its last known address. No further compensation will be made to the CONSULTANT for work completed, but terminated under this paragraph.

In case the LOCAL PUBLIC AGENCY shall act under the preceding paragraph, then and in such event, all data, reports, drawings, plans, sketches, sections and models, all specifications, estimates, measurements, computer files in a format acceptable to the Local Public Agency and data pertaining to the project, prepared under the terms or in fulfillment of this contract, shall be delivered within twenty (20) days to the LOCAL PUBLIC AGENCY. In the event of the failure by the CONSULTANT to make such delivery upon demand, then and in that event the CONSULTANT shall pay to the LOCAL PUBLIC AGENCY any damages it may sustain by reason thereof.

16. Responsibility of the CONSULTANT

The CONSULTANT shall be responsible for the professional quality, technical accuracy, and the coordination of all designs, drawings, specifications and other services furnished by the CONSULTANT under this contract. The CONSULTANT shall, without additional compensation, correct or revise any errors in its designs, drawings, specifications, and other services if the errors resulted, independently of all other causes, from negligence of the CONSULTANT.

Neither the LOCAL PUBLIC AGENCY'S review, approval or acceptance of, nor payment for, the services required under this contract shall be construed to operate as a waiver of any rights under this contract or of any cause of action arising out of the performance of this contract, and the CONSULTANT shall be and remain liable to the LOCAL PUBLIC AGENCY in accordance with applicable law for all damages to the LOCAL PUBLIC AGENCY caused by the CONSULTANT'S negligent performance of any of the services furnished under this contract.

17. Non-Discrimination

Pursuant to I.C. 22-9-1-10 and I.C. 5-16-6-1, the CONSULTANT and his subcontractors, if any, shall not discriminate against any employee or applicant for employment, to be employed in the performance of work under this Agreement, with respect to hire, tenure, terms, conditions, or privileges of employment or any matter directly or indirectly related to employment, because of race, color, religion, sex, handicap, national origin or age. Breach of this covenant may be regarded as a material breach of the Agreement.

18. Successors and Assignees

The LOCAL PUBLIC AGENCY, insofar as authorized by law, binds itself and its successors, and the CONSULTANT binds its successors, executors, administrators and assignees of such other party, as the cause may be insofar as authorized by law, in respect to all covenants of this Agreement.

Except as above set forth, neither the LOCAL PUBLIC AGENCY nor the CONSULTANT shall assign, sublet or transfer its or his interest in this Agreement without the consent of the other.

19. Iran Certification

CONSULTANT hereby certifies, in accordance with I.C. 5-22-16.5-1 et seq., to have no engagement in investment activities in Iran as defined in the above cited statute.

20. IRCA Compliance

The Immigration Reform and Compliance Act of 1986 (IRCA) prohibits the employment of unauthorized aliens and requires all employers to: (1) not knowingly hire or continue to employ any person not authorized to work in the United States, (2) verify the employment eligibility of every new employee (whether the employee is a U.S. citizen or an alien), and (3) not engage in discrimination against qualified workers. The CONSULTANT shall comply with IRCA and all other applicable federal, state and local immigration laws, regulations, Executive Orders ('other immigration laws') and by executing this Contract, warrants that it is in full compliance with all applicable immigration laws including, but not limited to, IRCA and has used E-Verify to pre-screen job applicants and re-verify current employees. CONSULTANT shall immediately remove any employee known to be an unauthorized alien. Failure to comply with IRCA or other immigration laws shall constitute a material breach of this Contract. The CONSULTANT shall indemnify the LOCAL PUBLIC AGENCY against all damages, losses and expenses, including attorneys' fees, incurred or sustained by the LOCAL PUBLIC AGENCY as a result of the CONSULTANT's failure to comply with IRCA or other immigration law. CONSULTANT shall include this provision in any subcontracts or subordinate agreements it enters into with respect to this Agreement.

21. OFAC Compliance

The Office of Foreign Assets Control (OFAC) prohibits US persons from entering into transactions with individuals, groups, and entities, such as terrorists, narcotics traffickers and those engage in activities related to the proliferation of weapons of mass destruction, collectively referred to as Specially Designated Nationals ("SDN"). If the name of the CONSULTANT or any individual in a management position with CONSULTANT is discovered on the SDN list, published by OFAC, such discovery shall constitute a material breach of this Contract. The LOCAL PUBLIC AGENCY shall promptly notify CONSULTANT, which shall have

three (3) days in which to provide to the LOCAL PUBLIC AGENCY clear and convincing evidence that (a) neither CONSULTANT nor any individual in a management position with CONSULTANT is an SND, (b) the transaction is authorized by OFAC or (c) a statutory exemption exists that permits the LOCAL PUBLIC AGENCY to do business with CONSULTANT. Should CONSULTANT fail to do so, then the LOCAL PUBLIC AGENCY shall terminate this Agreement for cause without further notice or grace period. CONSULTANT shall include this provision in any subcontracts or subordinate agreements it enters into with respect to this Agreement

22. Supplements

This Agreement may only be amended, supplemented or modified by a written document executed in the same manner as this Agreement.

23. Governing Law

This Agreement shall be interpreted and enforced according to the laws of the State of Indiana.

24. Notification

All written notices required by this Agreement shall be sent to the parties at the following addresses:

**LOCAL PUBLIC AGENCY:**

VIGO COUNTY  
ENGINEERING DEPARTMENT  
121 Oak Street  
Terre Haute, IN 47807

Attn: Larry Robbins

**CONSULTANT:**

USI Consultants, Inc.  
8415 E. 56th Street  
Indianapolis, IN 46216  
Phone: (317) 544-4996

25. Indemnification

CONSULTANT shall indemnify and hold harmless the LOCAL PUBLIC AGENCY from all demands, damages, liabilities, costs, and expenses (including reasonable attorney's fees), judgments, settlements, and penalties of every kind that are legally determined to be as a result of negligence or willful misconduct of CONSULTANT including such portion thereof due, or claimed to be due, to the negligence of the LOCAL PUBLIC AGENCY except that CONSULTANT shall have no duty to hold harmless the LOCAL PUBLIC AGENCY, for such portion of the foregoing proximately caused by negligence or misconduct of the LOCAL PUBLIC AGENCY, and if any suit, claim, or demand was defended by CONSULTANT, then the LOCAL PUBLIC AGENCY will reimburse CONSULTANT for its pro-rata share of its costs, expenses (including reasonable attorney's fees), and damages. The LOCAL PUBLIC AGENCY may elect to participate in the defense of any suit, claim, or demand by employing attorneys at its own expense, without waiving CONSULTANT's obligations to indemnify or hold harmless. CONSULTANT shall not settle

or compromise any claim, suit, or action, or consent to entry of judgment without the prior written consent of the LOCAL PUBLIC AGENCY and without an unconditional release of all liability by each claimant or plaintiff to the LOCAL PUBLIC AGENCY. IN TESTIMONY WHEREOF, the parties hereto have executed this Agreement.

IN TESTIMONY WHEREOF, the parties hereto have executed this Agreement.

**CONSULTANT**  
USI CONSULTANTS, INC.

**LOCAL PUBLIC AGENCY**  
VIGO COUNTY  
BOARD OF COMMISSIONERS

BY: Ross E. Snider  
Ross E. Snider, PE  
President

BY: Brent

BY: Michael J. Obergfell  
Michael J. Obergfell, PE  
Vice President

BY: Judith A. Anderson

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

ATTEST: Jan W. Brumhall

Date: 10/24/19

## APPENDIX "A"

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### **SERVICES BY CONSULTANT:**

In fulfillment of this Contract, the CONSULTANT shall comply with the requirements of the appropriate guidelines, regulations and requirements of the LPA.

1. The CONSULTANT shall be responsible for performing the following activities:
  - a. Development of a Corridor Study along Clinton Street, from Park Avenue to Budd Road.
  - b. Contents of the study will include the following:
    - Crash Analysis
    - Traffic/Signal Analysis
    - Evaluate several different alternate typical sections through the project corridor.
    - Analyze the corridor for drainage as related to the project alternates
    - Preliminary Utility Coordination
    - Environmental overview that identifies potential areas of concern and permits that will be required for the project.
    - Preliminary analysis of what right-of-way can be considered existing.
    - Cost estimates for each alternate, including Preliminary Engineering costs, construction cost, and estimates for land values and reimbursable utility costs.
  - c. Prepare report and exhibits summarizing findings from all of the above.
  - d. Submit draft report and exhibits to Vigo County for review and comments.
  - e. Finalize report per item d. above.

Remainder of this page left blank intentionally.

## APPENDIX "B"

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### **INFORMATION AND SERVICES TO BE FURNISHED BY THE LOCAL PUBLIC AGENCY:**

The LOCAL PUBLIC AGENCY shall furnish the CONSULTANT with the following (if requested):

1. Available data regarding the project site, including traffic data, crash data.
2. Plans of existing roadways & structures, and traffic assignments, if available.
3. Assist with access to enter upon public and private lands as required for the CONSULTANT to perform the duties required under this Agreement.
4. All legal services as may be required for development of the project.

Remainder of this page left blank intentionally.

## APPENDIX "C"

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### **SCHEDULE:**

The CONSULTANT shall begin the work to be performed under this agreement within thirty (30) days upon receipt of the written Notice-to-Proceed (NTP) from the LOCAL PUBLIC AGENCY and shall have the following items as schedule milestones:

Preliminary Field Check	May 1, 2020
Draft Report Submittal	August 1, 2020
Report Complete	September 15, 2020

Remainder of this page left blank intentionally.

## APPENDIX "D"

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### **COMPENSATION:**

The CONSULTANT shall receive as payment for the services performed under this Agreement the total lump sum fee of \$79,600.00 unless a modification of the Agreement is approved in writing by the LOCAL PUBLIC AGENCY.

1. The CONSULTANT will be paid for the services described in Appendix "A".

#### Method of Payment

2. The CONSULTANT shall submit invoices to the LOCAL PUBLIC AGENCY, not more often than once per month during the progress of the work, for partially completed work as of the date of the invoice. Such invoices shall represent the value, to the LOCAL PUBLIC AGENCY, of the partially completed work based on the proportion which its percentage of completion bears to the total cost of the fully completed work.
3. The LOCAL PUBLIC AGENCY for and in consideration of the rendering of the engineering services provided for in Appendix "A", agrees to pay the CONSULTANT for rendering such services the fee established above upon completion of the work there under, acceptance thereof by the LOCAL PUBLIC AGENCY and upon the CONSULTANT submitting an invoice as described above.
4. In the event of a substantial change in the scope, character or complexity of the work on the project, the maximum fee payable and the specified fee shall be adjusted.

Remainder of this page left blank intentionally.







**FEE JUSTIFICATION EXHIBIT  
SUMMARY**

OWNER:	Vigo County
PROJECT NAME:	Clinton Street
PROJECT DESCRIPTION:	Corridor Study
PROJECT NO:	0
DES NO:	0
DATE:	11/15/19

EA	SUMMARY - PRELIMINARY ENGINEERING			
		Non-Salary	Direct Salary	TOTAL
	1.0 ENGINEERING ASSESSMENT	367.00	79,264.00	79,631.00
	<b>TOTAL</b>			<b>79,631.00</b>

**USE 79,600.00**

**FEE JUSTIFICATION EXHIBIT**
**DIRECT SALARY COSTS - 1.0 ENGINEERING ASSESSMENT**

		OWNER: <b>Vigo County</b> PROJECT NAME: <b>Clinton Street</b> PROJECT DESCRIPTION: <b>Corridor Study</b> PROJECT NO: <b>0</b> DES NO: <b>0</b> DATE: <b>11/15/19</b>							
CATEGORIES OF WORK		Engineer V - Department Manager	Engineer III - Senior Project Engr.	Engineer I - Project Engineer	Designer/ Detailer II	Utility Coordinator	Right-of-Way Project Manager II	CADD Technician	TOTALS
ENGINEERING ASSESSMENT	Project Setup		2		2				4
	Download Aerial & LIDAR				2				2
	Data Collection (Traffic, accidents, road history)		1			0			1
	Existing R/W Verification						40		40
	Data Analysis		2	8					10
	Geometric Options	8	8	24	80				120
	Preliminary Layout Coordination Meeting	6		6					12
	Level of Service Analysis			20					20
	Maintenance of Traffic Analysis		4	10	6				20
	Drainage Analysis			20	4				24
	Project Coordination (INDOT, locals)	8							8
	Utility Coordination (through initial notice)					20			20
	Environmental Overview/Permit Determination			16					16
	Cost Estimates	2	16	32	8				58
	Right-of-way Estimates and Valuations						60		60
Report & Exhibit Preparation	2	12	60	32	2	2		110	
Quality Assurance review	6	6						12	
ENGINEERING ASSESSMENT - TOTAL		32	51	196	134	22	102	0	537
TOTALS	TOTAL HOURS	32	51	196	134	22	102	0	537
	HOURLY RATE	224.31	174.56	117.21	170.34	156.85	136.61	74.21	
	DIRECT SALARY TOTAL	7,177.92	8,902.56	22,973.16	22,825.56	3,450.70	13,934.22	0.00	79,264.12

**FEE JUSTIFICATION EXHIBIT**
**DIRECT NON-SALARY COSTS - 1.0 ENGINEERING ASSESSMENT**

OWNER: <b>Vigo County</b>	
PROJECT NAME: <b>Clinton Street</b>	
PROJECT DESCRIPTION: <b>Corridor Study</b>	
PROJECT NO: <b>0</b>	
DES NO: <b>0</b>	
DATE: <b>11/15/19</b>	

  

<b>TRAVEL COSTS</b>	<b>TRAVEL</b>					
	No. of Trips	2				
	Miles to Site	240				
	Miles at Site	5				
	Total Miles	965	Miles	0.38	Mileage Rate	366.70
	Per Diem	0	Days	30.00	Per Day	0.00
	Motel Cost - Single	0	Days	95.00	Per Day	0.00
	Motel Cost - Double	0	Days	95.00	Per Day	0.00
					<b>TRAVEL TOTAL:</b>	<b>366.70</b>

  

<b>PRINTING COSTS</b>	<b>PRINTING</b>				
		Shts./Set	Sets	Cost/Sht.	
	Prelim. Field Check Plans	0	0	1.00	0.00
	Utility Coordination Plans	0	0	1.00	0.00
	Stage 2 Plans	0	0	1.00	0.00
	Design Hearing Plans	0	0	1.00	0.00
	Final Field Check Plans	0	0	1.00	0.00
	Final Check Prints	0	0	1.00	0.00
	Final Tracings	0	0	1.00	0.00
	Print Mylars or Sepias	0	0	7.00	0.00
	R/W Mylars	0	0	7.00	0.00
	Soil Boring Mylars	0	0	7.00	0.00
	Tracings	0	0	7.00	0.00
	Copies	0	0	0.10	0.00
				<b>PRINTING TOTAL:</b>	<b>0.00</b>

  

<b>MISCELLANEOUS COSTS</b>	<b>MISCELLANEOUS</b>	
	Displays - Public Meetings/Hearings/Etc,	0.00
	UPS/FEDEX Fees	0.00
	Advertisements (Newspaper/etc.)	0.00
	Equipment and Materials (Miscellaneous)	0.00
	Plat Maps and Deeds from Recorders Office	0.00
	Aerial Survey	0.00
	Special Printing for Questionnaires or Survey Forms	0.00
	Data Storage Device	0.00
Other (specify) <input type="text"/>	0.00	
<b>MISCELLANEOUS TOTAL:</b>		<b>0.00</b>

  

<b>DIRECT NON-SALARY TOTAL - EA</b>	<b>366.70</b>
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