



# Memo

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TO: Mayor Manier and City Council  
FROM: Ed Andrews, PE - Public Works Director  
DATE: July 12, 2019  
SUBJECT: Lakeshore Drive Right-of-Way Dedication Surveys

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At the July Committee of the Whole Meeting the request to consider contracting for the survey work supporting the dedication of future roadway right of way along the Lakeshore Drive corridor connecting US Business Route 24 (Peoria Street) and Freedom Parkway. The FY 19-20 budget has \$40,000 allocated for engineering and survey associated with this project. Of that total, \$12,000 is anticipated for the survey work involved with the dedication of the right-of-way (ROW) for four of the properties along the alignment. Currently these property owners are willing to consider donating the ROW.

This effort is discussed in greater detail in the attached proposal from Austin Engineering. They are firm who supported the survey and design effort for the sanitary sewer along the Freedom Parkway corridor in 2013 and have much of the adjoining property boundaries already established. Since this work is falls under the State of Illinois Quality Based Selection (QBS) 30 ILCS 535/45 Small Contracts less than \$25,000 and it is reasonable to advance this effort with Austin Engineering.

As such it is my recommendation that the City Council approve the contract with Austin Engineering in a not to exceed (NTE) amount of **\$12,000**.

This matter has been placed on the City Council meeting agenda of Monday, July 15<sup>th</sup>, 2019 for review and approval.

cc: File



## AUSTIN ENGINEERING, CO., INC.

Consulting Engineers / Surveyors

Peoria, Illinois - Davenport, Iowa

[austinengineeringcompany.com](http://austinengineeringcompany.com)

Mr. Ed Andrews  
Public Works Director  
City of Washington  
301 Walnut Street  
Washington, IL 61571  
[eandrews@ci.washington.il.us](mailto:eandrews@ci.washington.il.us)

July 11, 2019

RE: Lakeshore Drive Right of Way Plats

Dear Mr. Andrews

Thank you for the opportunity to provide a proposal for professional land surveying services in connection with the above project and in accordance with the attached exhibit plat noting the properties affected and the location of future Lakeshore Drive extension in the City of Washington, Illinois. Approximate length of right of way acquisition is 1,800 feet, from Business Route US 24 to the current at the South end, to the unimproved right of way of Freedom Parkway at the North end.

We would like to respectfully submit a proposal of **\$12,000**, for which we will include the following:

### Overall Boundary Survey

- Courthouse research to obtain deeds, plats and easements necessary for completion of the survey for the four parcels affected, as shown on the exhibits attached.
- Locate existing survey monuments on the property and neighboring properties as necessary to determine the accurate boundary lines of the properties at the areas affected by the proposed Lake Shore Drive Right of Way acquisitions. **(Boundary pins found will only be those necessary to establish the boundaries needed for the right of way survey plats, a complete boundary survey of PIN 20-16-200-003 will not be provided)**
- Reconcile any discrepancies between the survey and existing legal descriptions.
- Utilize Preliminary IDS and ROW Alignment established previously by David Wright, PE while at Christopher B. Burke. If any additional work is required to finalize the ROW alignment, this work is not included in this proposal.

311 SW Water St., Suite 215, Peoria, IL 61602  
220 Emerson Pl., Suite 101-C, Davenport, IA 52801  
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Incorporated August 18, 1947

- Locate any encroachments onto and off of the proposed areas of Right of Way.
- Mark the proposed right of way lines at each bend, turn, corner and every 200 feet on center in within straightaways, for purpose of showing property owners and City staff the proposed location of Right of Ways.
- Once the ROW Plat is approved and executed by each landowner, mark the newly established right of way boundaries for the entire alignment with a permanent survey pipe marker, wooden lath and ribbon. (Special concrete ROW monumentation NOT included but can be coordinated upon request for proposal.)

#### ROW Dedication Plat

- Scale, north arrow and date of preparation.
- Legal description of the parcel(s).
- Acreage of parcel(s).
- The location of all present property lines, section lines, easements, streets and/or rights of way that are within the area being surveyed.
- All dimensions, both linear and angular, necessary for locating the boundaries of the survey, lots, streets, easements and other areas for public or private use. (Linear dimensions are to be given to the nearest 1/100th of a foot.)
- Location of all survey monuments and their descriptions.
- Name[s] and widths of adjoining streets.
- Radii, arcs or chord, points of tangency and central angles for all curvilinear streets or rights of way and radii for rounded corners. Also, the location of PT and PC from the nearest lot line.
- All verbiage and certifications required by Tazewell County and City of Washington for Right of Way Plat approval.
- One reproducible (Mylar or linen) copy of the final plat.

In addition to the above items, all surveys must conform to the current Illinois Minimum Standards for Boundary Surveys. For your reference, a copy of these standards is available at

<http://www.ilga.gov/commission/jcar/admincode/068/068012700000560R.html>.

All required filing and recording fees and travel to courthouse to record the plats will be handled by you and are not included in this proposal. Should you like for us to handle these items, all filing fees will billed to you as a reimbursable expense with no markup and time incurred while doing so will be billed at our hourly rates.

The work noted above will be performed on a lump sum basis in the amount of **\$12,000** with payment being due upon delivery of the completed tract survey plat.

All work will be completed within 30 days of notice to proceed.

By accepting this proposal, the undersigned agrees to pay Austin Engineering Co., Inc. for the above-mentioned services at the aforementioned rate within 30 days after delivery of the invoice. It is understood that a charge of 1-1/2% per month (minimum charge of \$2.00) will be assessed to any unpaid balances after this 30-day period. It is also understood that this work is not contingent upon the closing or sale of this property and that Austin Engineering Co, Inc. shall have the right to collect from the undersigned reasonable costs of collection and attorney's fees in the event of non-payment.

Again, thank you for the opportunity to submit this proposal. If you should have any questions or concerns with this proposal, do not hesitate to contact me at the email address listed below. If you would like to proceed with this proposal, please have the party responsible for payment sign below, provide their contact information, and return to me at your earliest convenience.

Sincerely,



Michael P. Cochran, PLS MBA  
Principal, Senior Project Manager

Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_









