



CITY OF WASHINGTON, ILLINOIS
City Council Agenda Communication

Meeting Date: May 18, 2020

Prepared By: Jon Oliphant, AICP, Planning & Development Director

Agenda Item: Payment Authorization #2: Safe Routes to School Engineering, Terra Engineering

Explanation: The City Council approved an engineering services agreement with Terra Engineering on January 6 to complete the engineering associated with two Safe Routes to School projects in Districts 51 and 52. The City received the maximum allowable \$200,000 for each project to assist with the construction cost. The District 52 project subsequently was reduced in scope due to the need for a culvert reconstruction on North Street.

The District 52 project previously had Phase I engineering completed for the eventual construction of the remaining 8' shared use path gap on N. Main between W. Cruger and Washington Middle School. The District 51 project requires the completion of both Phase I and II engineering for the construction of a 6' wide sidewalk on Bobolink and a small portion of Eagle that each connect with Central Intermediate School. The pouring of a concrete pad and installation of bicycle racks would also be part of the completed project.

Fiscal Impact: Staff has received the second payment request for this project in an amount of \$25,568.67. The City Council previously approved the first payment of \$34,641.89 on May 4. This represents nearly 73% of the allowable amount (\$82,602) based on the agreement. This would be paid from Account #420-00-800-3100.

Recommendation/

Committee Discussion Summary: Staff recommends payment in the amount of \$25,568.67 to Terra Engineering for engineering services completed as of May 2.

Action Requested: Approval of the payment at the May 18 City Council meeting on the consent agenda.



**COST PLUS FIXED FEE
INVOICE**

Date: May 14, 2020

Invoice No. 2-17229

To: Mr. Jon Oliphant
City of Washington
301 Walnut St.
Washington, IL 61571

From: Terra Engineering, Inc.
Firm Address: 401 Main St.
Suite 1130
Peoria, IL 61602

PTB / Item #
Route Boblink and Main St
Section 18-00123-00-SW & 19-00125-00SW
Phase
Agreement
Authorized 09/19/16

Project SRTS Projects within School District 51 and 52
County Tazewell
Job No.

Consultant's Job Number
Terra Project #20-105

Overhead Rate 160.60%

1) Invoice Period	From: <u>03/29/20</u>	To: <u>05/02/20</u>		
	This Invoice	Previously Invoiced	Earned to Date	Max allowable
		Prev. Inv. Date		
2) Maximum Payable		<u>04/10/20</u>		<u>\$82,602.00</u>
3) Phase I/II Labor		\$30,395.52	\$52,230.65	\$71,650.00
Payroll	\$8,378.79			
Overhead	\$13,456.34			
4) Phase III Labor		0.00	\$0.00	\$0.00
Payroll	\$0.00			
Overhead	\$0.00			
5) Fixed Fee = 76.9800%	\$3,733.54	\$4,096.87	\$7,830.41	\$10,172.00
6) Direct Costs Prime	\$0.00	\$149.50	\$149.50	\$780.00
7) Services by others DBE (Y/N)			\$0.00	\$0.00
			\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00
8) Total invoiced for project including this invoice			<u>\$60,210.56</u>	<u>72.89%</u>
9) Previously Invoiced		<u>\$34,641.89</u>		
10) Payment Due this invoice	<u>\$25,568.67</u>			

I have reviewed the invoice and found it in compliance. The percent of work shown as completed on this invoice matches the attached Progress Report signed by the project engineer.

I certify the costs included in this invoice have been expended and the percent of work shown as completed on this invoice is correct. As the prime consultant, work invoices included in this invoice for work done by others were reviewed and approved.

Approved _____ Date: _____

Consultant: Terra Engineering, Inc.

Checked _____ Date: _____

By / Date: Eric Therkildsen May 14, 2020
(Name)
(Title) Associate Vice-President