

# Cummins Engineering Corporation

615 South Fifth Street  
Springfield, Illinois 62703  
Phone: 217-726-8570  
Fax: 217-523-2312

Mr. Thomas A. Reinhart  
Macoupin County Highway Department  
21480 IL Route 4  
Carlinville, Illinois 62626

April 11, 2012

**Subject: Macoupin County  
Emmerson Airline Road  
Section: 01-00079-00-FP  
Project No. HISP-RS-0732(149)  
Job No. P-96-200-10**

Dear Mr. Reinhart:

Thank you for considering Cummins Engineering Corporation (CEC) to provide fee negotiator services for acquiring the necessary right-of-way for the subject project. Please consider this letter as our proposal to provide the fee negotiator services.

CEC proposes to provide these services on an hourly basis for an estimated fee of \$30,032.00. The major variable to estimating our fee for this project is number of times we meet with the property owners and the length of time of each meeting. Our estimate is based upon two meetings for two hours with each property owner.

The right-of-way will be acquired in accordance with the requirements of Titles II and III of the Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended. See the attached Scope of Work for the description of work involved.

Payment for services rendered in accordance with this agreement will be expected within 30 days after invoicing. If you find this proposal satisfactory, please return one signed copy to us for our files.

If you should have any questions or comments regarding this proposed Agreement for Fee Negotiator Services, please feel free to contact this office at any time.

Very truly yours,  
Cummins Engineering Corporation

ACCEPTED:

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Michael D. Cummins  
President

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Mark Dragovich  
Chairman, Macoupin County Board

Macoupin County  
Emmerson Airline Road  
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### **SCOPE OF WORK**

Acquire the additional right-of-way and temporary easements required for the proposed improvement of the Emmerson Airline Road from the Carlinville Cutoff Road, CH 36, to the west edge of Girard near the Pleasant Hill Road/Rachel Road, a distance of approximately 4 miles.

There are 17 parcels with 15 property owners.

#### **Items of Work (Construction)**

1. Review Wavier Valuations prepared by Macoupin County Highway Department.
2. Prepare introductory letters and offer letters for the property owners.
3. Set up meetings with property owners to discuss the proposed project and the additional right-of-way needed from their property to construct the project in accordance with the plans. The negotiator will have a complete set of plans available to show the property owners. The offer will be made to the property owners. This offer will be based upon the approved Wavier Valuation.
4. The negotiator will keep notes of the meetings with the property owners.
5. Prepare the necessary documents to acquire the needed right-of-way and/or temporary easements. These documents will be recorded.
6. Prepare a Receipt for Deed to be left with the property owners. This document will indicate the compensation due the property owners.
7. Deliver the signed documents to the County Engineer along the "Request for a Check to be Issued" to pay the property owners.
8. Prepare a Parcel Compliance Checklist.
9. At the completion of the right-of-way acquisitions, prepare a Project Compliance Checklist.
10. Take the right-of-way files to IDOT Land Acquisition for approval. IDOT approval of the right-of-way acquisition is required before the project can be bid.

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**HOURLY BILLING RATES- COUNTY RATES**

(Including Overhead and Profit as of November 1, 2012)

<b><u>CLASSIFICATION</u></b>	<b><u>HOURLY RATE</u></b>
PRINCIPAL	\$143.00
STRUCTURAL ENGINEER	\$143.00
PROFESSIONAL ENGINEER V	\$143.00
PROFESSIONAL ENGINEER IV	\$117.00
PROFESSIONAL ENGINEER III	\$97.50
PROFESSIONAL ENGINEER II	\$78.39
PROFESSIONAL ENGINEER I	\$81.90
PROJECT MANAGER II	\$117.00
PROJECT MANAGER I	\$114.40
ENGINEER I	\$63.70
ENGINEERING TECHNICIAN IV	\$114.40
ENGINEERING TECHNICIAN III	\$78.00
ENGINEERING TECHNICIAN II	\$57.20
OFFICE MANAGER	\$51.35

Hourly Billing Rates are adjusted to account for annual salary adjustments effective May 1 or November 1. This schedule is also updated periodically to reflect changes in personnel. The most current schedule is attached to hourly agreements but these rates are subject to change annually and as necessary to reflect changes in personnel.