

August 30, 2019

Owner

Village of Romeoville
10540 West Romeo Road
Romeoville, IL 60446

Project

Romeoville Athletic Center Phase 2
Southwest Corner of Independence Boulevard (IL RT 53) and Phelps Avenue

Scope of Services

Provide pre-construction services as outlined in the Village of Romeoville RFP-Pre-Constructions Services "Exhibit A".

Pre-Construction Services include services indicated in the RFP including cost estimates, value engineering, scheduling, construction phasing, constructability reviews, design and review meetings, and full project controls and documentation including all meeting minutes and monthly status reports. We have included subcontractor pre-qualification and bidding for early release bid packages.

Harbour acknowledges that the physical scope of the project may vary from the project description indicated in the RFP. Harbour includes costs for modified physical scope of the project as long as the projects are performed concurrently, the quantity project deliverables and duration of services remains the same as the RFP.

Compensation

Preconstruction services are to be performed for a lump sum amount of \$38,800.00
Payments shall be made on a monthly basis as follows:

Month 1 \$8,800.00
Month 2 \$6,000.00
Month 3 \$6,000.00
Month 4 \$6,000.00
Month 5 \$6,000.00
Month 6 \$6,000.00

See attached terms and conditions

Chris Kozak



VP-Construction
Harbour Contractors, Inc.
Direct (815) 782-1304
Email ckozak@harbour-cm.com

Proposal Acceptance

Name: _____ Title: _____

Signature _____ Date: _____

Terms & Conditions

1. Estimated values provided as part of any estimating or cost analysis service are Opinion of Probable Costs. Harbour has no control over the cost of labor, materials, equipment or services furnished by others, the Contractor's methods of determining prices, or competitive bidding or market conditions, Harbour cannot and does not warrant, represent or guarantee that proposals, bids or actual construction cost will not vary from Harbour's Opinions of Probable Cost.
2. Schedule logic and durations provided as part of any scheduling or schedule analysis service represent a potential schedule scenario. Harbour has no control over the actual means and methods, schedule strategy, or resources available to the project and the actual schedule logic and durations may vary for those provided.
3. Value engineering options provided represent potential alternate solutions which may include alternative products, building assemblies and building systems. These options may require design revisions and or additional design and engineering services. All provided options should be carefully evaluated by the Project Design team and Client to ensure conformance with conformance with design and performance intent and all governing codes and regulations.
4. All deliverables for the service provided shall be provided to client in non-editable pdf format only.
5. Harbour relies on the accuracy and completeness of any information furnished to Harbour by or on Client's behalf. Furthermore, Client agrees to hold Harbour harmless from any errors resulting from inaccurate information which is provided by Client.
6. Client acknowledges and understands that Harbour's liability exposure for potential claims related to its performance of services is being specifically limited by this Agreement, and that Client's potential recovery in a claim situation is limited to the total cost of service provided. Client agrees that based upon Harbour's fee and services, it is unreasonable to hold Harbour responsible for liability exposure greater than the set limit.
7. This agreement shall be governed by the laws of the State of Illinois.
8. The person signing this Agreement represents and warrants that he/she is signing this Agreement on behalf of the Client and is authorized to enter into this Agreement on the Client's behalf.
9. Unless specifically indicated otherwise, this agreement shall not preclude or limit Harbour Contractor's future involvement in the project or with the Client in respect to additional professional services, Construction Management, General Contracting work.
10. Unless specifically indicated otherwise, Harbour shall submit monthly invoices which are due upon receipt. For all amounts unpaid after thirty (30) days of submission Client agrees to pay a finance charge of one and one-half percent (1-1/2%) per month.

Exhibit "A"

Village of Romeoville

RFP – Preconstruction Services

Romeoville Athletic and Event Center 2

The Village of Romeoville is expanding the existing Athletic & Event Center with a new free-standing facility building located at 621 Dalhart Avenue. The facility will be approximately 68,500 square feet, slab-on-grade structure. The main spaces include a BB/VB hardcourt space with a clear height of 24 feet, locker/shower rooms, fitness center and staff offices. The project will also include an indoor track as an alternate bid. Site amenities will include a splash pad. Building entries will be provided at the east side by an above ground pedestrian bridge that connects through the existing athletic and event center.

The Village of Romeoville is requesting proposals for preconstruction services. Scope of work to be provided by the Contractor include, but are not limited to, three cost estimates, value engineering, scheduling, construction phasing, constructability review, attendance at all design review meetings with the Owner and architect, input from key subcontractors as to building systems, and means & methods of construction. Preconstruction is expected to last six months. Contractor will:

Provide cost estimates (3):

- Refine conceptual estimating / cost models
- Develop GMP or lump sum project cost
- Review in detail the cost estimate with design team and executives
- Solicit subcontractor input relative to market conditions
- Prepare final project cost estimate
- Cost Estimating for any possible alternates

Provide value engineering – provide input by reviewing conceptual and working drawings during their preparation, focusing on construction methods and details. Cost analyses of design options vs budget. Provide suggestions for cost savings and recommendations for alternatives to be included in the bid packages.

- Prepare detailed conceptual project estimate
- Analyze conceptual estimate vs. budget requirements
- Provide life cycle cost analysis of specified materials
- Provide alternative solutions including cost, schedule and quality impact
- Evaluate market conditions and schedule bid calls to obtain the most competitive prices commensurate with overall project scheduling.

Scheduling - Prepare a preliminary schedule following initial review of the project.

- Define all design and construction activities and approval milestones (include, permits, approvals, design development, utilities, bid packages).

- Update and revise the approved master schedule as necessary to coordinate the ongoing activities of all members of the project team
- Monitor progress on both design and other preconstruction activities with regular reports indicating the responsibility for any corrective action.

Provide constructability review

- Review design documents for inaccuracies, oversights and thoroughness
- Evaluate proposed materials, systems and product delivery - Adequacy of lead times for material and equipment procurement.
- Target areas of concern
- Solicit subcontractors and supplier input
- Provide alternative solutions
- Reasonableness of work sequence, interface relationships, and periods of performance.
- Accuracy of job-site description and depiction of conditions.
- Availability of utility connections for construction.
- Consideration of the impact of adverse weather on schedule and milestone operations.

Bid Packaging

- Develop comprehensive bid packages for each trade
- Hold prequalification subcontractor interviews
- Select 3-4 qualified bidders
- Distribute bidding documents and receive proposals
- Perform a detailed analysis to develop a baseline for comparison
- Include owner and architect in evaluation process

Please provide the total cost for preconstruction management services. Also include the total man hours included in the proposal.

Include additional services that may be required or not specifically outlined in this document, please specify the service recommended, hours needed, hourly rates anticipated.

Please direct any questions in writing to Dawn Caldwell at dcaldwell@romeoville.org

All proposals must be submitted to dcaldwell@romeoville.org by Friday August 23rd at 5PM.