

CITY HALL  
215 S. MARTIN LUTHER KING JR. BLVD.,  
SUITE 400  
SOUTH BEND, INDIANA 46601-1830



PHONE 574/235-9251  
FAX 574/235-9171

CITY OF SOUTH BEND JAMES MUELLER, MAYOR  
**BOARD OF PUBLIC WORKS**

December 9, 2025

Mr. Cash Canfield  
American Structurepoint, Inc.  
9025 River Road, Suite 200  
Indianapolis, IN 46240  
[ccanfield@structurepoint.com](mailto:ccanfield@structurepoint.com)

RE: Amendment No. 9 & 10 to Professional Services Agreement

Dear Mr. Canfield:

At its December 9, 2025 meeting, the Board of Public Works approved the above referenced amendments for the additional design services for the Madison Lifestyle District in the amount of \$426,816 and \$802,895 with a new revised total of \$2,343,321.

Enclosed please find a copy of the amendment for your records.

If you have any further questions, please call this office at (574) 235-9251.

Sincerely,

/s/ Hillary Horvath

Hillary Horvath, Clerk

Enclosures  
HH

This is **EXHIBIT K**, consisting of 28 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated 02/13, 2024.

**AMENDMENT TO OWNER-ENGINEER AGREEMENT**  
**Amendment No. 2**

1. *Background Data:*

- a. Effective Date of Owner-Engineer Agreement: 02/13/2024
- b. Owner: Board of Public Works, City of South Bend, Indiana
- c. Engineer: American Structurepoint, Inc.
- d. Project: Madison Lifestyle District

2. *Description of Modifications:*

- a. Engineer shall perform or furnish the following Additional Services:  
  
Design services for a new compact roundabout at the intersection of Main and Marion Streets. See attached.
- b. ~~The Scope of Services currently authorized to be performed by Engineer in accordance with the Agreement and previous amendments, if any, is modified as follows:~~
- c. ~~The responsibilities of Owner are modified as follows:~~
- d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:
  - 1) Main/Marion Roundabout Design: \$426,816
- e. The schedule for rendering services is modified as follows:  
  
See attached.
- f. ~~Other portions of the Agreement (including previous amendments, if any) are modified as follows:~~

5. Agreement Summary (Reference only)

- a. Original Agreement amount: \$329,040
- b. Net change for prior amendments: \$784,570
- c. This amendment amount: \$426,816
- d. Adjusted Agreement amount: \$1,540,426

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is 12/09/2025.

**OWNER:**

**CITY OF SOUTH BEND, INDIANA  
BOARD OF PUBLIC WORKS**



Elizabeth A. Maradik, President



Gary A. Gilot, Member



Murray L. Miller, Member



Joseph R. Molnar, Vice President



Breana Micou, Member

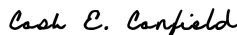


Attest: Hillary R. Horvath, Clerk

Date: December 9, 2025

**ENGINEER:**

DocuSigned by:



F19A20CCE23A42D...

By: Cash E. Canfield

Title: President

Date Signed: 11/20/2025



AMERICAN  
**STRUCTUREPOINT**  
INC.

9025 RIVER ROAD, SUITE 200  
INDIANAPOLIS, INDIANA 46240  
**TEL** 317.547.5580  
**FAX** 317.543.0270

November 19, 2025

Mr. Zach Hurst  
Senior Project Engineer  
City of South Bend  
227 West Jefferson Boulevard  
South Bend, Indiana 46601

Re: Amendment No. 9, Madison Lifestyle District

Dear Mr. Hurst:

American Structurepoint, Inc., is pleased to provide the professional engineering services to design a compact roundabout for the Madison Lifestyle District at the intersection of Main Street and Marion Street and the new development to the southeast. The proposed scope of services to be provided is summarized below.

### **Scope of Services**

#### **I. Roundabout Design Services**

##### **A. Compact Roundabout Design**

1. The Engineer shall prepare Preliminary Plans (40%) and Final Tracings Plans (100%), special provisions for the specifications, and opinions of probable construction cost, which will be in accordance with the accepted standards for such work and in accordance with the following documents in effect at the time the plans or reports are submitted: American Association of State Highway and Transportation Officials (AASHTO) *A Policy on Geometric Design of Highways and Streets*, National Cooperative Highway Research Program (NCHRP) *Report 1043 Guide for Roundabouts*, and INDOT's standard specifications, road memoranda, and design manuals, except as modified by supplemental specifications and special provisions, if any.
  - a. The roundabout limits are generally described as the intersection of Main Street and Marion Street for no more than 200' north, 175' south, 100' west, and 100' east.

Mr. Zach Hurst  
November 19, 2025  
Page 2

- b. The anticipated project design scope is described below:
  - 1) Construction of a modern one-lane compact roundabout (110' ICD max.) at the intersection of Main Street and Marion Street and the new development to the southeast. Pedestrian crossings with curb ramps shall be provided on the south leg and east leg. The north and west legs will not have pedestrian crossings (pedestrians will be routed to the existing crossings east and north of the project with the intent to condense the pedestrian crossings in the area). The roundabout splitter islands will be designed to be mountable with a roll curb.
  - 2) Storm Water drainage design will include drainage of the roundabout to the existing storm sewer system. Inlet spread analysis and hydraulic analysis of the new storm sewer for the roundabout is included. No storm water quality or detention design is included. Hydraulic analysis of the existing system downstream of the roundabout is not included.
  - 3) Maintenance-of-traffic design shall include full-closure of the intersection with detours for vehicular traffic with pedestrian detours along the existing walks to the north and west outside of the roundabout limits.
  - 4) The design vehicle for the compact roundabout shall be assumed to be a 45' city-bus to make all movements using only the roundabout center truck apron. The roundabout shall make sure a WB-67 can make the north-south through movement only without encroaching outside the exterior curbs, but may need to use the splitter islands.
  - 5) Pavement Section for the roundabout and approach legs is assumed to be the City of South Bend Standard HMA Pavement Section.
2. The Engineer will schedule and host an on-site preliminary field check meeting and prepare and distribute field check meeting minutes at the appropriate time (40 percent complete plans) during the design phase.

## **II. Utility Coordination**

- A. The Engineer shall provide coordination necessary to prepare application documents and process utility relocation coordination to secure appropriate certifications and approvals necessary for construction of this project, including:
  1. Coordinating with utilities and supplying necessary plans and design information for coordination of utility relocations in accordance with 105 IAC 13.

## **III. INDOT Miscellaneous Permit**

- A. The Engineer shall file for a Miscellaneous Permit through the INDOT Electronic Permit System (EPS) in order to obtain INDOT approval for construction. The Owner shall be responsible for paying any and all permit fees and providing any and all files for the permit outside of the roundabout construction plans and specifications.

## **IV. Meetings**

- A. The Engineer shall attend and facilitate meetings between the project stakeholders as necessary to coordinate the project. The Engineer shall also attend meetings with the project owner as necessary for review of the project plans. The following meetings are included.
  1. Preliminary Plan Review Meeting (In-Person)

Mr. Zach Hurst  
November 19, 2025  
Page 3

2. Final Tracings Plan Review Meeting (In-Person)
3. INDOT Permits Coordinator Meeting (Virtual)
4. City of South Bend Public Transportation Meeting (Virtual)
5. Utility Coordination Preliminary Field Check Meeting (In-Person)

**V. Construction Stormwater General Permit**

- A. The Engineer shall prepare and submit a Construction Stormwater General Permit Erosion Control Plan for the proposed roundabout to procure appropriate Notice of Intent for construction.

**VI. Landscape Architecture**

The Engineer shall perform landscape architectural design services and plan development services for the proposed roundabout. Construction documents shall be prepared concurrently with Stage 3 and Final Tracings submittals. The scope of these services include:

- A. Landscape and Hardscape Conceptual Package
  1. One (1) kickoff session with Owner and design team
  2. Three (3) color concepts and supporting character images including:
    - a. Center island planting and groundcover options
    - b. Splitter island planting and groundcover options
    - c. Center island features including site walls, planter urns, and piers
    - d. Accent lighting
    - e. Preliminary opinion of probable cost
  3. Review of concepts with Owner with the goal of selecting one preferred concept to advance to construction documents.
- B. Landscape Plan Construction Documents
  1. Documents will include the following:
    - a. Landscape Plan
    - b. Plant schedule and planting details
  2. Up to two (2) construction document review meetings with Owner.
  3. Revise Construction documents in response to up to two (2) rounds of Owner comments.
- C. Hardscape Plan Construction Documents
  1. Documents will include the following:
    - a. Hardscape Materials Plan
    - b. Grading plan enlargements coordinated with civil plan sheets as needed
    - c. Construction details for hardscape elements
    - d. Special provisions and "basis of design" specifications for hardscape elements
  2. Up to two (2) construction document review meetings with Owner.
  3. Revise construction documents in response to up to two (2) rounds of Owner comments.

Mr. Zach Hurst  
November 19, 2025  
Page 4

D. Schematic Lighting Plan

1. Documents will include the following:
  - a. Diagrammatic lighting plan based on landscape and hardscape plan
  - b. Specifications for products and installation procedures
2. Lighting plan will be revised in response to landscape and hardscape plan revisions and owner comment.

E. Irrigation Plan Construction Documents

1. Documents will include the following:
  - a. Irrigation plan based on landscape plan and available site information.
  - b. Specifications for material and installation procedure
2. Irrigation plan will be revised in response to landscape plan revisions and owner comment.

F. Construction Phase Services

1. Respond to contractor requests for information.
2. Review shop drawings and submittals as required by construction documents.
3. Final site walkthrough and punch list will be created at the Owner's direction, performed at substantial completion or as a one-year warranty review.

**ASSUMPTIONS**

- A. Street trees will be provided by proposed mixed-use development to the south.
- B. The Engineer will provide irrigation design services. Connections to water supply will be coordinated by the city and design engineer.

**VII. Right-of-Way Engineering**

- A. The Engineer will provide the following as part of our Right-of-Way Engineering Services for an assumed 5 parcels. Note: The project area is subject to a Road Transfer Memorandum of Agreement between The Indiana Department of Transportation and the City of South Bend recorded as Instrument Number 1609458 in the Office of the Recorder of St. Joseph County, Indiana. The scope and fee provided is subject to change depending on the status of the road transfers detailed in said agreement and Engineer's involvement, if any, with said road transfers.
  1. Location Control Route Survey Plat (LCRSP)
    - a. Survey will be completed on the Indiana Geospatial Coordinate System (INGCS).
    - b. Re-establish historical alignments and existing right-of-way in the project area.
    - c. Plat will be signed and sealed by an Indiana Professional Surveyor and recorded in St. Joseph County, Indiana.
  2. Title Work
    - a. 20-year Title and Encumbrance Reports will be completed for each parcel affected by right-of-way acquisition and/or right-of-way vacation.

Mr. Zach Hurst  
November 19, 2025  
Page 5

3. Parcel Development

- a. Legal descriptions and right-of-way parcel plats referencing the LCRSP will be prepared under the direction of an Indiana Professional Surveyor for each parcel affected by right-of-way acquisition and/or right-of-way vacation.
- b. Other right-of-way engineering documents prepared for each parcel may include area computation sheet, L-10, and parcel documentation.
- c. Right-of-Way Plans will be completed reflecting owners' names, parcel numbers, residue areas, existing easements, station/offset callouts, etc. (if required)

4. Right-of-Way Staking

- a. Each acquisition area will be staked with wooden lath a total of two times, once during acquisition and once during utility relocation.
- b. Each visit made to the site for staking will be subject to a mobilization fee.

5. Supplemental Title and Encumbrance Reports

- a. Reports will include any changes in title for the subject parcel from the date of the original Title and Encumbrance Report to the present date.

The Engineer's work shall be in accordance with I.C. 25-21.5; 865 I.A.C. 1-12; and the INDOT Design Manual (IDM). If there is any conflict between I.C. 25-21.5, 865 I.A.C. 1-12, or the INDOT Design Manual, the order of precedence shall be:

1. I.C. 25-21.5
2. 865 I.A.C. 1-12
3. INDOT Design Manual

**VIII. Lighting Design Services**

- A. The Engineer shall prepare lighting design plans for the proposed roundabouts at the intersection of Main Street and Marion Street. The lighting design services consist of preparing lighting design plans, specification, and quantities for the following submittals: Preliminary Plans (40%), and Final Tracings Plans (100%). The light pole and luminaire fixtures shall be selected by the City of South Bend.

The lighting design will be based on the current editions of the *Indiana Design Manual*, the ANSI-IES guidelines, and the Town of Whitestown design standards.

- B. This task is anticipated to include the following:
  1. Photometric analysis of the horizontal and vertical illuminance for vehicles and pedestrians using Visual Lighting 2020 to determine the layout of the light poles (location and offset).
  2. Determination of lighting circuitry and voltage drop calculations, quantity calculations and cost estimation, and lighting specifications.
  3. This task is NOT anticipated to include continuous/corridor lighting, underpass lighting, or pedestrian mid-block crossing lighting at the existing location to the east.

**IX. Signal Design Services**

- A. The Engineer shall prepare signal design plans for the proposed RRFB at the intersection of Main Street and Marion Street for the proposed Rapid Rectangular Flashing Beacons (RRFBs):



Mr. Zach Hurst  
November 19, 2025  
Page 6

1. New RRFB on west leg of Main Street and Marion Street RAB (north to south crossing)
  2. New RRFB on north leg of Main Street and Marion Street RAB (west to east crossing)
  3. Replacement of existing midblock crossing signs (to east of proposed RAB)
- B. The signal design services consist of preparing signal design plans, specification, and quantities for the following submittals: Preliminary Plans (40%), and Final Tracings Plans (100%). If the RRFB poles and bases are to be decorative, that shall be selected by the City of South Bend.
- C. This task is anticipated to include the following:
1. Ongoing coordination with INDOT on additional driveway analysis
  2. Development of Unique Special Provisions and Proprietary Materials Request, if needed
  3. Coordination with Road Design Team on location of crossings, progress updates and utility coordination

**X. Geotechnical Services**

- A. The Engineer shall make or cause to be made a geotechnical investigation compatible with the expected Project characteristics. The general scope of geotechnical services is attached as Exhibit B. In the event more extensive boring, sampling, and testing are needed, such services will be added via an amendment.

**XI. Construction Phase Design Services**

- A. The Engineer shall review all shop drawings for this contract during construction. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto, or accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, coordination of the work with other trades, all of which are the sole responsibility of the Contractor. The Engineer's review shall be conducted with reasonable promptness while allowing sufficient time in the Engineer's judgment to permit adequate review. Review of a specific item shall not indicate that the Engineer has reviewed the entire assembly of which the item is a component. The Engineer shall not be responsible for any deviations from the Construction Documents not brought to the attention of the Engineer in writing by the Contractor. The Engineer shall not be required to review partial submissions or those for which submissions of correlated items have not been received.
1. Following the award of a construction contract, the Engineer will be responsible for attending the preconstruction meeting.
  2. During the course of construction, the Engineer shall be available at reasonable times during normal working hours to respond to reasonable inquiries concerning the accuracy or intent of the Engineer's plans. All such inquiries will be made only by persons designated by the Owner to interpret the plans and contract documents for the benefit of the contractors and subcontractors performing the work. The Engineer shall not be required to respond to inquiries by persons other than the Owner's designated representative and shall not be required to engage in exhaustive or extensive analysis or interpretation of the plans.

Mr. Zach Hurst  
November 19, 2025  
Page 7

**XII. Deliverables**

Upon completion and final approval of the services by the Owner, the Engineer shall deliver to the Owner the following.

For Final Roadway Plans:

- a. One (1) set of final approved tracings of the contract plans drawn to a suitable scale on standard 24" x 36" sheets.
- b. One (1) set of plan sheets and all right-of-way plats in Adobe Acrobat® .pdf format via electronic delivery.
- c. One (1) set of Special Provisions for the Specifications
- d. One (1) copy of the opinion of probable construction cost
- e. One (1) copy of all design computations via electronic delivery.

Additional general data shall be issued at the mutual agreement of the Engineer and the Owner. The Engineer does not authorize or assume liability for any reuse of the documents or digital materials described in this section for any purpose other than this project and the specific use intended, unless adapted by and approved by the Engineer.

**Exclusions**

- A. Topographic Survey (provided by others)
- B. Roadway Design Services:
  1. Abbreviated engineers report
  2. Engineering assessment
  3. Pavement Design (City of South Bend Standard Pavement Section assumed)
- C. Drainage Design Services:
  1. Stormwater quality design, and detention analysis and/or design
  2. Hydraulic Analysis of the existing stormwater system
  3. Floodplain or floodway analysis, modeling, and submittals to IDNR and FEMA
  4. Coordination or permitting with the county or city.
- D. Land Acquisition Services
- E. Utility Services:
  1. Utility relocation design and plan preparation
  2. Subsurface Utility Exploration/Location/Engineering
  3. Utility Reimbursable Agreement costs
  4. Construction Phase Utility Coordination
- F. Railroad coordination services
- G. Permits
  1. City / INDOT permits beyond what is specifically included in the scope.
  2. City or INDOT permit fees

Mr. Zach Hurst  
November 19, 2025  
Page 8

3. FAA Permit
- H. Zoning and rezoning or development of standard variance submittals and presentations for public hearings, colored renderings, and exhibits for public hearings
- I. Construction inspection
- J. Bid Phase Services (assumed to be completed by Wilhelm)
- K. Staking Services
- L. Landscape Architecture
  1. Landscape features outside of the center island
  2. Any signage, sculptures, or significant custom graphic/art features
  3. Consigned artist coordination
  4. Electrical design
  5. Structural engineering of hardscape features
  6. Retaining wall design
  7. Lighting design calculations
  8. 3D site modeling
  9. Design of fencing, pavement, or masonry features relating to private property adjacent to the project site
  10. Existing tree surveys by landscape architect or arborist

**Information and Services to be furnished by the Owner**

The Owner shall furnish the Engineer with the following.

- A. Criteria for design and details for signs, signals, lighting, roundabouts, highway, structures, etc.
- B. Specifications and standard drawings applicable to the project
- C. All written views received by the Owner pertinent to the location and environmental studies
- D. Traffic assignments and projections to design hour volumes
- E. Available data from the transportation planning process
- F. Plans of existing storm sewer systems within the project limits, if available
- G. Any stormwater analysis performed for systems existing in or around the project limits
- H. Utility plans available to the Owner covering utility facilities and underground conduits within or adjacent to the project limits
- I. Guarantee of access to enter upon public and private lands as required for the Engineer to perform services under this Agreement.
- J. All legal services as may be required for development of the project
- K. An Owner representative with decision-making authority for inquiries
- L. Payment of all permit and review fees required by agencies having jurisdiction over this project

Mr. Zach Hurst  
November 19, 2025  
Page 9

**Project Schedule**

All services by the Engineer under this Agreement shall be completed and delivered to the Owner for review and approval within the following approximate time periods, exclusive of Owner’s review time.

For the purpose of contract control, the services will be submitted by the Engineer to the Owner.

- A. Roadway Design Plans
  - 1. Preliminary Plans (40% complete) within 60 calendar days after receipt from the Owner of Notice to Proceed.
  - 2. Final Tracings\*\* (100% complete) with opinion of probable costs, bid documents, and special provisions within 90 calendar days after receipt from the Owner of approval of the Preliminary Plans. This is contingent upon completion of all permits, INDOT Pavement Design Approval, and Utility Work Plans.

\*\*The anticipated project schedule is for Final Tracings for the roundabout in 2026 for construction in the Spring of 2027.

**Compensation**

- A. Amount of Payment
  - 1. The Engineer shall be compensated for services to be performed under this Agreement a total fee not to exceed **\$426,816** unless approved in writing by the Owner.
  - 2. The Engineer shall be compensated for basic services to be performed under this Agreement on a lump-sum basis. The total obligation under this portion of the Agreement shall not exceed **\$312,800** unless approved in writing by the Owner.

a. Roundabout Design Services	\$170,200
b. Utility Coordination Services	\$29,100
c. INDOT Miscellaneous Permit	\$7,100
d. Meetings	\$17,500
e. Construction Stormwater General Permit	\$9,600
f. Landscape & Hardscape Conceptual Design	\$3,500
g. Landscape Plan Construction Documents (if Authorized)	\$5,800
h. Hardscape Plan Construction Documents (if Authorized)	\$7,600
i. Schematic Lighting Plan (if Authorized)	\$3,600
j. Irrigation Plan Construction Documents (if Authorized)	\$3,000
k. Lighting Design Services	\$27,600
l. Signal Design Services	\$28,200

- 3. The Engineer shall be compensated for right-of-way engineering services based on the specific cost per unit multiplied by the actual units of work. Estimated unit costs are shown in Exhibit A, which is attached hereto and incorporated herein. The final amount shall not exceed **\$78,350** unless and until a supplemental agreement is executed.
  - 4. The Engineer shall receive payment for the work performed under this Agreement related to geotechnical services based on the specific cost per unit as shown in Exhibit B attached hereto and

Mr. Zach Hurst  
November 19, 2025  
Page 10

incorporated herein, multiplied by the actual units of work performed. The final amount will be adjusted according to the actual units of work performed; however, the final amount shall not exceed \$16,066 unless and until a supplemental agreement is executed.

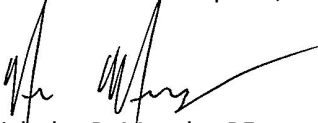
5. For construction phase services, the Engineer will be compensated on a labor rate basis. The Engineer will be paid for the actual hours of work performed by essential personnel exclusively working on these tasks at the direct wage shown in Exhibit C, PLUS direct non-salary costs as approved by Owner. Direct non-salary costs shall be the actual out-of-pocket expenses of the Engineer directly attributable to this Contract, such as fares, subsistence, mileage, equipment rentals, reproductions, approved subconsultant fees, etc. The fees for construction phase services will not exceed \$19,600 unless and until a supplemental agreement is executed.
6. The Engineer shall not be paid for any service performed by the Owner or not required to develop this project.

B. Method of Payment

1. The Engineer may submit a maximum of one invoice voucher per calendar month for services covered under this Agreement. The invoice voucher shall be submitted to the Owner.
2. The invoice voucher shall represent the value, to the Owner, of the partially completed services as of the date of the invoice voucher. The Engineer shall attach thereto a summary of each pay item in Section A of this Appendix, percentage completed, and prior payments.
3. The Owner, for and in consideration of the rendering of the engineering services provided for in Appendix "A", agrees to pay to the Engineer for rendering such services the fees established above in the following manner:
  - a. For completed services, and upon receipt of invoices from the Engineer and the approval thereof by the Owner, payments covering the services performed shall be due and payable to the Engineer.
  - b. From the partial payment thus computed, there shall be deducted all previous partial fee payments made to the Engineer.

Zach, we look forward to working with the City on this important project. Should the proposed scope and fee meet your approval, please send us a modification to our existing agreement for review and execution. We will consider receipt of a fully executed agreement our notice to proceed. If you have any questions, please do not hesitate to contact us at (317) 547-5580

Very truly yours,  
American Structurepoint, Inc.

  
Nicholas R. Murphy, PE  
Team Leader

  
Cash E. Canfield, PE  
President

NRM/CEC:mmma

Attachments

Main Street & Marion Street RAB								
FEE PROPOSAL, Dated: 11/12/2025								
Parcel information			Right of Way Engineering					
Parcel	Owner	Tax I.D.	Title Work Fee	Title Update Fee	Parcel Development Fee	Staking Fee (acquisition)	Staking Fee (utility relocation)	Subtotal R/W Engineering
1	Great Lakes Capital Development LLC	71-08-01-355-003.000-026	\$ 1,000.00	\$ 200.00	\$ 6,250.00	\$ 800.00	\$ 800.00	\$ 9,050.00
2	South Bend Lodge of Perfection of the Ancient Accepted Schottish Rite of the Northern Masonic	71-08-01-353-007.000-026	\$ 1,000.00	\$ 200.00	\$ 6,250.00	\$ 800.00	\$ 800.00	\$ 9,050.00
3	United Religious Community	71-08-01-305-017.000-026	\$ 1,000.00	\$ 200.00	\$ 6,250.00	\$ 800.00	\$ 800.00	\$ 9,050.00
4	Marmain (JV) LLC	71-08-01-305-020.000-026	\$ 1,000.00	\$ 200.00	\$ 6,250.00	\$ 800.00	\$ 800.00	\$ 9,050.00
5	Memorial Hospital of South Bend Inc	71-08-01-305-019.000-026	\$ 1,000.00	\$ 200.00	\$ 6,250.00	\$ 800.00	\$ 800.00	\$ 9,050.00
								\$ -
Mobilization Fee						\$ 1,700.00	\$ 1,700.00	\$ 3,400.00
Location Control Route Survey Plat					\$ 13,800.00			\$ 13,800.00
R/W Plans (if required)					\$ 12,500.00			\$ 12,500.00
	UNALLOCATED FEE:					\$ 1,700.00	\$ 1,700.00	\$ 3,400.00
	Total		\$ 5,000.00	\$ 1,000.00	\$ 57,550.00	\$ 7,400.00	\$ 7,400.00	\$ 78,350.00

NOTE: All revisions required to Parcel Development due to design changes will be charged at 50% of the original fee.

**CTL Engineering, Inc.**  
1310 S. Franklin Road  
Indianapolis, Indiana 46239  
Phone: (317) 295-8650  
[www.ctleng.com](http://www.ctleng.com)



---

*Consulting Engineers – Testing – Inspection Services – Analytical Laboratories*

November 17, 2025

American Structurepoint, Inc.  
9025 River Road, Suite 200  
Indianapolis, IN 46240

Attention: Mr. Nick Murphy, PE  
Project Manager

Reference: Geotechnical Exploration  
South Bend Madison Lifestyle District Roundabout  
Intersection of Main Street and Marion Street  
South Bend, IN  
CTL Proposal No.: 25050111INDPPL

Dear Mr. Murphy:

CTL Engineering, Inc. is pleased to submit this proposal for providing geotechnical exploration services on the above referenced project.

### ***PROJECT DESCRIPTION***

---

The project involves the design of a new roundabout at the intersection of Main Street and Marion Street in South Bend, Indiana. The construction limits are expected to be approximately 360' along Main Street and 75' on Marion Street with one leg extending approximately 50' into a grassy area. The proposed grade of the roundabout is expected to be at or near the existing grade. A storm sewer will be designed with the construction limits. The proposed storm sewer will be a maximum of 24" in diameter with invert elevations expected to range from 5' to 8' below existing grade. No structural details were available at the time this proposal was prepared.

### ***SCOPE OF WORK***

---

The work covered by this proposal consists of drilling, soil sampling, laboratory testing and providing soil parameters for the proposed roundabout and storm sewer. The field work consists of drilling and soil sampling of four (4) test borings to a depth of 15' at each leg of the roundabout and obtaining three (3) pavement cores; one from each leg in existing pavement.

Please note that boring locations and drilling depths may be modified depending upon access, underground utilities and soil conditions.

Geotechnical Exploration  
South Bend Madison Lifestyle District Roundabout  
CTL Proposal No.: 25050111INDPPL  
November 17, 2025  
Page 2

## ***PROCEDURES***

---

The following items will be included in the general services provided by CTL Engineering, Inc.

- A. Obtain necessary permits from property owner(s) and City of South Bend with the assistance of American Structurepoint to perform the field work.
- B. Contact Indiana Underground Utility Protection Services to locate underground utilities at the test boring locations. The cost for locating private underground utilities is NOT included in this proposal.
- C. CTL Engineering attempt to minimize destruction of the existing ground during drilling. However, ruts and surface disturbance of the ground may occur due to weight of the drilling equipment and should be anticipated depending on the weather conditions at the time of field exploration. The cost for ground restoration is NOT included in this proposal.
- D. Coordinate the drilling operation with property owner(s) and American Structurepoint. It has been assumed that any right-of-entry agreements needed to access the boring locations will be obtained at no cost to CTL Engineering.
- E. Layout of the test borings using the plans that will be provided by American Structurepoint.
- F. Field and laboratory testing in accordance with ASTM or AASHTO specifications.
- G. Geotechnical report to include:
  - 1. Test boring logs and soil profiles to include:
    - a. Thickness of pavement, topsoil/fill and subsurface soil.
    - b. Groundwater encountered during drilling and at completion.
    - c. Standard penetration values as a function of depth.
  - 2. General site preparation and earthwork requirements.
  - 3. Geotechnical recommendations and soil parameters for the proposed roundabout.
  - 4. Estimated lateral soil parameters for the proposed storm sewer.



Geotechnical Exploration  
South Bend Madison Lifestyle District Roundabout  
CTL Proposal No.: 25050111INDPPL  
November 17, 2025  
Page 3

## ***CLOSING***

---

Based on the amount of work anticipated, it is estimated that the fee for performing the subsurface exploration services is \$16,065.79. All fees will be billed at the unit rates shown on the attached fee schedule. If the total cost should exceed the estimated fee due to unforeseen soil conditions or change of scope, we will contact you to obtain approval prior to performing the additional work.

We appreciate the opportunity to submit this proposal and look forward to working with you. If you have any questions or need further information, please call our office at (317) 295-8650.

Sincerely,

**CTL ENGINEERING, INC.**



---

Anthony Mason, PE  
Geotechnical Service Line Manager - Indiana

**2025 INDOT Approved Fee Schedule**

Des No.: N/A  
 Project: South Bend Madison Lifestyle District Roundabout  
 Location: Intersection of Main Street and Marion Street  
 County: St. Joseph County, Indiana  
 CTL Project No.: 25050111INDPPL

Item	Description	Quantity	Unit	Unit Price	Total
<b><u>GEOTECHNICAL FIELD</u></b>					
1.	Mobilization and Field Coordination				
a.	SPT Rig	1	ea	\$337.00	\$337.00
b.	CPT		ea	564.00	
c.	Mileage	285	ea	4.50	\$1,282.50
2.	Truck mounted borings with split spoon sampling				
a.	Standard		ft	24.15	
b.	Night time		ft	28.35	
3.	Truck mounted borings with drilling fluid				
a.	Standard		ft	26.25	
b.	Night time		ft	30.45	
4.	Truck mounted core drilling				
a.	Standard		ft	48.30	
b.	Night time		ft	57.75	
5.	Truck mounted borings				
a.	Truck mounted borings through bedrock or boulders or concrete pavement				
i.	Standard		ft	48.30	
ii.	Night time		ft	57.75	
b.	Bridge deck coring and restoration				
i.	Standard		ea	437.00	
ii.	Night time		ea	515.00	
6.	Cone penetrometer testing				
a.	Set up				
i.	Standard		ft	100.00	
ii.	Night time		ea	118.00	
b.	Subsurface profiling				
i.	Standard		ft	15.75	
ii.	Night time		ft	17.85	
c.	Profiling with pore pressure measurement				
i.	Piezometric Saturation				
a.	Standard		ea	117.00	
b.	Night time		ea	137.00	
ii.	Penetration				
a.	Standard		ft	17.85	
b.	Night time		ft	21.00	

### 2025 INDOT Approved Fee Schedule

Des No.: N/A  
Project: South Bend Madison Lifestyle District Roundabout  
Location: Intersection of Main Street and Marion Street  
County: St. Joseph County, Indiana  
CTL Project No.: 25050111INDPPL

Item	Description	Quantity	Unit	Unit Price	Total
	iii. Pore water dissipation test				
	a. Standard		hr	237.00	
	b. Night time		hr	279.00	
	iv. Hydraulic conductivity and consolidation				
	a. Standard		ea	93.00	
	b. Night time		ea	110.00	
	d. Profiling with Shearwave Velocity Measurement				
	i. Standard		ft	19.95	
	ii. Night time		ft	24.15	
	e. Sample				
	i. Standard		ea	30.00	
	ii. Night time		ea	36.00	
7.	Hand or truck soundings				
	a. Standard		ft	15.75	
	b. Night time		ft	18.90	
8.	Hand auger drilling				
	a. Standard		ft	16.80	
	b. Night time		ft	18.90	
9.	Skid mounted borings with split spoon sampling				
	a. Standard	60	ft	37.80	\$2,268.00
	b. Night time		ft	45.15	
10.	Skid mounted borings using drilling fluid				
	a. Standard		ft	39.90	
	b. Night time		ft	47.25	
11.	Skid mounted core drilling				
	a. Standard		ft	54.60	
	b. Night time		ft	66.15	
12.	Skid mounted boring through bedrock or boulders				
	a. Standard		ft	56.70	
	b. Night time		ft	66.15	
13.	Skid mounted soundings				
	a. Standard		ft	22.05	
	b. Night time		ft	26.25	
14.	Skid Mounted Cone Penetrometer Testing (CPT)				
	a. Set up				
	i. Standard		ea	144.00	
	ii. Night time		ea	170.00	

### 2025 INDOT Approved Fee Schedule

Des No.: N/A  
Project: South Bend Madison Lifestyle District Roundabout  
Location: Intersection of Main Street and Marion Street  
County: St. Joseph County, Indiana  
CTL Project No.: 25050111INDPPL

Item	Description	Quantity	Unit	Unit Price	Total
b.	Subsurface profiling				
i.	Standard		ft	22.05	
ii.	Night time		ft	26.25	
c.	Profiling with pore pressure measurement				
i.	Piezometric Saturation				
a.	Standard		ea	138.00	
b.	Night time		ea	163.00	
ii.	Penetration				
a.	Standard		ft	26.25	
b.	Night time		ft	30.45	
iii.	Pore Water Dissipation Test				
a.	Standard		hr	274.00	
b.	Night time		hr	323.00	
iv.	Hydraulic Conductivity and Consolidation				
a.	Standard		ea	106.00	
b.	Night time		ea	125.00	
d.	Profiling with Shearwave Velocity Measurement				
i.	Standard		ft	31.50	
ii.	Night time		ft	36.75	
e.	Sample				
i.	Standard		ea	40.00	
ii.	Night time		ea	47.00	
15.	Furnishing of a boat		Actual Cost		
16.	Barge set-up expenses				
a.	Navigable water				
i.	Barge set-up		ea	7,475.00	
ii.	Rental of support equipment and/or boat		Actual Cost		
iii.	Drill rig down time		hr	186.00	
b.	Non-navigable water barge set-up		ea	6,230.00	
17.	Additional disassembly and reassembly				
a.	Navigable water		ea	2,610.00	
b.	Non-navigable water		ea	2,373.00	
18.	Barge mounted borings with split spoon sampling		ft	42.00	
19.	Barge mounted core drilling		ft	56.70	
20.	Barge mounted boring through bedrock or boulders		ft	56.70	
21.	Barge mounted soundings		ft	25.20	
22.	Casing through water		ft	10.50	

### 2025 INDOT Approved Fee Schedule

Des No.: N/A  
Project: South Bend Madison Lifestyle District Roundabout  
Location: Intersection of Main Street and Marion Street  
County: St. Joseph County, Indiana  
CTL Project No.: 25050111INDPPL

Item	Description	Quantity	Unit	Unit Price	Total
23.	Uncased sounding through water		ft	7.35	
24.	Set up for borings and machine soundings				
	a. Set up for borings and machine soundings les than 20 ft deep	4	ea	88.00	\$352.00
	b. Rock core borings		ea	149.00	
25.	Additional 2-in. split spoon sampling	4	ea	26.00	\$104.00
26.	3-in. split spoon samples		ea	28.00	
27.	3-in. Shelby tube samples	2	ea	79.00	\$158.00
28.	Bag samples				
	a. 25-lb sample		ea	64.00	
	b. 5-lb sample		ea	42.00	
29.	Field test				
	a. Field vane shear test				
	i. Standard		ea	144.00	
	ii. Night time		ea	170.00	
	b. DCP test		ft	31.00	
30.	4½-in. cased hole		ft	15.75	
31.	Installation of Geotechnical Instruments				
	a. Inclinator casing installation				
	i. Standard		ft	18.90	
	ii. Night time		ft	22.05	
	b. Piezometer installation up to 25 ft below surface		ea	337.00	
	c. Piezometer installation deeper than 25 ft below surface		ea	374.00	
	d. Metal protective outer cover for inclinometer and piezometer casings		ea	156.00	
32.	Railroad expenses		Actual Cost		
33.	Twenty-four hour water levels				
	a. Field measurements per borehole				
	i. Standard		ea	47.00	
	ii. Night time		ea	57.00	
	b. PVC slotted pipe		ft	7.35	
34.	Special borehole backfilling				
	a. 0 to 15 ft				
	i. SPT				
	a. Standard	4	ea	179.00	\$716.00
	b. Night time		ea	208.00	

**2025 INDOT Approved Fee Schedule**

Des No.: N/A  
 Project: South Bend Madison Lifestyle District Roundabout  
 Location: Intersection of Main Street and Marion Street  
 County: St. Joseph County, Indiana  
 CTL Project No.: 25050111INDPPL

Item	Description	Quantity	Unit	Unit Price	Total
ii . CPT					
a. Standard			ea	58.00	
b. Night time			ea	67.00	
b. More than 15 ft					
i. SPT					
a. Standard			ft	8.40	
b. Night time			ft	9.45	
ii . CPT					
a. Standard			ft	2.36	
b. Night time			ft	3.15	
c. Pavement restoration					
i. Standard		3	ea	77.00	\$231.00
ii. Night time			ea	89.00	
35. Equipment Rental			Actual Cost		
36. Traffic control					
a. Flag crew			day	949.00	
b. Equipment Rental and Professional traffic Control Services			day		
c. Flag crew with equipment		1	day	1,128.00	\$1,128.00
37. Centerline surveying			Actual Cost		
38. Percolation Test					
a. Granular Soils (A-1, A-2, A-3)			ea	2,373.00	
b. Cohesive Soils (A-4, A-5, A-6, A-7)			ea	3,560.00	
<b>Subtotal (Geotechnical Field)</b>					<b>\$6,576.50</b>
<b><u>GEOTECHNICAL LABORATORY</u></b>					
39. Sieve analysis for soils		4	ea	62.00	\$248.00
40. Hydrometer analysis		4	ea	72.00	\$288.00
41. Sieve analysis for Aggregates					
a. Analysis by Washing (AASHTO T-11)			ea	97.00	
b. Analysis by Using (AASHTO T-27)			ea	168.00	
42. Liquid limit			ea	48.00	
43. Plastic limit & plasticity index			ea	36.00	
44. Liquid Limit Ratio			ea	93.00	
45. pH test		4	ea	20.00	\$80.00
46. Loss on Ignition Test					
a. Loss on Ignition Test (Conventional)		1	ea	30.00	\$30.00
b. Loss on Ignition Test (Sequential)			ea	65.00	
c. Organic content based on Colorimeter			ea	30.00	

**2025 INDOT Approved Fee Schedule**

Des No.: N/A  
 Project: South Bend Madison Lifestyle District Roundabout  
 Location: Intersection of Main Street and Marion Street  
 County: St. Joseph County, Indiana  
 CTL Project No.: 25050111INDPPL

Item	Description	Quantity	Unit	Unit Price	Total
47	Topsoil Tests				
	a. Phosphorus tests		ea	27.00	
	b. Potassium tests		ea	27.00	
48	Moisture Content Test				
	a. Moisture Content Test ( Conventional)	20	ea	9.00	\$180.00
	b. Moisture Content Test (Microwave)		ea	10.00	
49	Expansion Index of Soils		ea	293.00	
50	Specific Gravity Test		ea	45.00	
51	Unit weight determination		ea	22.00	
52	Hydraulic Conductivity Test				
	a. Constant Head		ea	293.00	
	b. Falling Head		ea	356.00	
53	Unconfined Compression Test on soils & Rocks				
	a. Unconfined Compression Test (Soils)	4	ea	60.00	\$240.00
	b. Remolding of soil samples with chemical admixtures in chemical soil modification/ stabilization (3 samples is equal to 1 unit)		ea	148.00	
	c. Point Load Strength Index of Rock		ea	65.00	
54	Compressive Strength and Elastic Moduli of Intact Rock				
	a. Compressive Strength of Intact Rock		ea	143.00	
	b. Elastic Moduli of Intact Rock		ea	537.00	
55	Consolidation Test		ea	600.00	
56	Triaxial test				
	a. Unconsolidated - Undrained (UU)		ea	445.00	
	b. Consolidated - Undrained (CU)		ea	653.00	
	c. Consolidated - Drained (CD)		ea	925.00	
	d. Pore Pressure measurement with a. or b. and use of back pressure for saturation		ea	309.00	
57	Direct Shear Test		ea	683.00	
58	Moisture-Density Relationship Test				
	a. Standard Proctor		ea	179.00	
	b. Modified Proctor		ea	195.00	
59	Soil Support Testing				
	a. Subgrade Resilient Modulus on remolded soils		ea	783.00	
	b. Resilient modulus on Shelby tube		ea	500.00	
	c. Subgrade Resilient Modulus on remolded aggrgates		ea	880.00	

**2025 INDOT Approved Fee Schedule**

Des No.: N/A  
 Project: South Bend Madison Lifestyle District Roundabout  
 Location: Intersection of Main Street and Marion Street  
 County: St. Joseph County, Indiana  
 CTL Project No.: 25050111INDPPL

Item	Description	Quantity	Unit	Unit Price	Total
60	Collapse Potential Evaluation Test				
	a. Cohesive or Expansive Soils		ea	593.00	
61	Water Soluble Sulfate Test		ea	130.00	
62	Water Soluble Chloride Test		ea	130.00	
63	Soil Resistivity Test		ea	179.00	
64	Shale Durability Tests				
	a. Slake Durability Index Test		ea	166.00	
	b. Jar Slake Test		ea	18.00	
	<b>Subtotal (Geotechnical Laboratory)</b>				<b>\$1,066.00</b>
	<b><u>CONSTRUCTION INSPECTION AND MONITORING</u></b>				
74	Pressuremeter Testing services		day	2,136.00	
75	Mobilization of testing equipment		LS	237.00	
77	Integrity testing		Actual Cost		
79	Dynamic pile analysis		ea	1,305.00	
81	Dynamic pile load test		Actual Cost		
82	CAPWAP-C analysis		ea	712.00	
	<b>Subtotal (Construction Inspection and Monitoring)</b>				
	<b><u>PAVEMENT INVESTIGATION</u></b>				
88.	Mobilization of coring equipment		LS	337.00	
89.	Mobilization mileage for coring equipment		mi	4.50	
90.	Pavement core (partial depth)		ea	165.00	
91.	Pavement core (full depth)				
	a. Standard	3	ea	255.00	\$765.00
	b. Night time		ea	302.00	
92.	Sub-base sample	3	ea	82.00	\$246.00
93.	Cement concrete pavement core density determination		ea	43.00	
94.	Cement concrete core compressive strength test		ea	42.00	
95.	Bituminous extraction test		ea	107.00	
96.	Sieve analysis of extracted aggregate test		ea	73.00	
97.	Recovery of asphalt from solution by Abson method		ea	448.00	
98.	Theoretical maximum specific gravity test		ea	95.00	
99	Bulk specific gravity test		ea	95.00	
100.	Air voids calculation		ea	37.00	
101.	Core report	3	ea	78.00	\$234.00
	<b>Subtotal (Pavement Investigation)</b>				<b>\$1,245.00</b>



2025 INDOT Approved Fee Schedule

Des No.: N/A  
Project: South Bend Madison Lifestyle District Roundabout  
Location: Intersection of Main Street and Marion Street  
County: St. Joseph County, Indiana  
CTL Project No.: 25050111INDPPL

Item	Description	Quantity	Unit	Unit Price	Total
<b><u>ENGINEERING</u></b>					
	<b>Subtotal (Engineering see next 2 pages)</b>	#####	Total Cost	1.00	<b>\$7,178.29</b>
<b><u>Summary of Fees</u></b>					
	<b>Geotechnical Field</b>				\$6,576.50
	<b>Geotechnical Laboratory</b>				\$1,066.00
	<b>Construction Inspection and Monitoring</b>				
	<b>Pavement Investigation</b>				\$1,245.00
	<b>Engineering</b>				\$7,178.29
<b>Estimated Total Fee</b>					<b>\$16,065.79</b>

	Appendix "A"		Designation/Classification	PROJECT TEAM HOURS														
			Engineering Staff			Non-Engineering Staff			Geophysicist			CADD		Admin Staff		Reimbursable Expenses	Totals	
	Items	Tasks/Base Hourly Rate (\$)		Staff Type	Time (hr)	Rate (\$)	Staff Type	Time (hr)	Rate (\$)	Staff Type	Time (hr)	Rate (\$)	Time (hr)	Rate (\$)	Time (hr)			Rate (\$)
Geotechnical Field	1d	1	Marking test borings and pavement core locations (Boring/coring layout)	Staff Engineer II	10	136.22											1,362.20	
		2	Field checks, coordination the field work with utilities and sub contractors													-		
		3	Obtaining required permits	Staff Engineer II	2	136.22										272.44		
	1e	1	Coordination with Property owners	Staff Engineer II	2	136.22										272.44		
		2	Crop damage													-		
Traffic Control	36d		Coordinating field work with Traffic control sub- contractor				Drilling Manager		174.20								-	
Geotechnical Report, Final Check Print and Foundation Review	65	1	Review of Historical Documents & Current Plans														-	
		2	Prepare Exploratory Program, Review and Concurrence with INDOT														-	
				Project Engineer	2	157.60											315.20	
		3	Assign Laboratory Tests	Staff Engineer II	2	136.22											272.44	
		4	Prepare gINT boring Logs	Staff Engineer II	6	136.22											817.32	
		5	Review Boring Logs and Lab test data (QC/QA)	Project Engineer	2	157.60											315.20	
		6	Prepare Roadway subsurface Profiles														-	
		7	Prepare Bridge subsurface profiles														-	
			Preparation of geotechnical recommendations, report, appendices and concurrence with INDOT															
		8a	a. Without Soil Subgrade Investigations	Project Engineer	16	157.60												2,521.60
			Dept. Manager	4	205.89												823.56	
	8b	b. With Soil Subgrade Recommendations															-	
	8c	c. Soil Subgrade Recommendations (ONLY)															-	
	8d	d. Soil Profile Drawing															-	
	8e	e. Development of Unique Special Provisions															-	
	9	Foundation review															-	
	10	Final Check Prints	Dept. Manager	1	205.89												205.89	
	66		Geotechnical Data Report & Technical memoranda for DB, DBBV & PPP projects														-	
Geotechnical Analysis	67		Settlement Analysis And Recommendations For Embankment															
		1	a. Proposed Embankment														-	
		2	b. Proposed and Existing Embankment.														-	
	68		Ground Modification Design														-	
	69		Slope Stability Analysis														-	
	70		Bridge Foundation Analysis And Recommendations															
		1	a. Spread foundation															-
		2	b. Deep foundation															-
		3	c. Settlement analysis for bridge pier foundation (i, ii, iii)															-
	4	d. Foundation on Bedrock															-	

	Appendix "A"		Designation/Classification	PROJECT TEAM HOURS													
			Engineering Staff			Non-Engineering Staff			Geophysicist			CADD		Admin Staff		Reimbursable Expenses	Totals
	Items	Tasks/Base Hourly Rate (\$)		Staff Type	Time (hr)	Rate (\$)	Staff Type	Time (hr)	Rate (\$)	Staff Type	Time (hr)	Rate (\$)	Time (hr)	Rate (\$)	Time (hr)		
Geotechnical Analysis	71		Retaining Structure Analysis And Recommendations														
			a. Conventional Retaining Structure														
		1a	i. Spread Foundation														-
		1b	ii. Deep Foundation														-
		1c	iii. Settlement Analysis For Retaining Wall Foundations														-
			b. Pile Retaining Structure Analysis And Recommendations														
		2a	i. Free Standing Structure														-
		2b	ii. Retaining Structure With Tie-Back System														-
			c. Drilled-In-Pier Retaining Structure Analysis														
		3a	i. Free-Standing Structure														-
		3b	ii. Retaining Structure With Tie-Back System														-
		4	d. Soil Nailing Wall														-
	72		Seepage Analysis														-
73		Deep Dynamic Compaction Analysis														-	
Construction Inspection & Monitoring	76		Monitoring Geotechnical Instrumentation														
		1a	a. Monitoring Geotechnical Instrumentation														-
		1b	b. Field Inspector														-
	78		Field Compaction Testing														
		1a	a. Dynamic Cone Penetration (DCP) Test														-
		1b	b. Light Weight Deflectometer (LWD)														-
	80		Static Load Test														
83		Final Construction Inspection Report														-	
Foundation Evaluation by Non-Destructive Methods	84		Foundations - WEAP analysis of submitted Hammer														-
Geophysical Investigations	85		Geophysical Investigations														-
Geotechnical Project Management (For Lead Geotechnical Consultant Only)	86		Project Management														
		1	a. Project Coordination														-
		2	b. Project Website														-
	87		Geotechnical Review														
		1	a. Structure Report														-
	2	b. Roadway Report															-
Pavement Investigation	102		Pavement Analysis And Report														-
Total Engineering																7,178.29	

**AMERICAN STRUCTUREPOINT, INC.  
TRANSPORTATION GROUP  
2025 STANDARD HOURLY RATES SCHEDULE**

Standard Hourly Rates are subject to annual review and adjustment. Hourly rates for services in effect from Jan 1, 2025, to Dec 31, 2025 are:

<b><u>EMPLOYEE CLASSIFICATION</u></b>	<b><u>HOURLY RATE</u></b>
Principal	\$445
Project Manager	\$340
Senior Engineer	\$260
Project Engineer	\$215
*Staff Engineer	\$160
Senior Planner	\$210
Project Planner	\$195
*Staff Planner	\$110
Senior Environmental Specialist	\$305
Environmental Specialist	\$190
*Staff Scientist	\$120
Senior Designer	\$300
*Designer	\$235
*Senior Technician	\$215
*Technician	\$140
*Researcher	\$170
Senior Registered Land Surveyor	\$285
Registered Land Surveyor	\$225
Staff Land Surveyor	\$150
*Senior Survey Crew Chief	\$225
*Survey Crew Chief	\$170
*Survey Crew Member (1)	\$115
*Resident Project Representative	\$215
*Construction Inspector	\$150
*Interns and Co-ops	\$90
Landscape Architect	\$175

\*Rates for these classifications are subject to overtime premium of an additional 0.18 x hourly rate.

Rates shall be escalated at the rate of 5% per year and will be applicable on Jan 1<sup>st</sup> of each year.

## **REIMBURSABLE EXPENSES**

Reimbursable expenses include direct expenses incurred by American Structurepoint, Inc., or our consultants in the performance of work which is directly related to the project. These expenses are in addition to compensation for Basic and Supplemental services. Reimbursable expenses will be invoiced at 1.1 times our direct costs. These expenses include, but are not limited to, the following:

- Renderings, models, or colored elevations
- Governmental agency review or permit fees
- Reproduction of documents for governmental agency review, bidding, or construction
- Reimbursable expenses charged to us by subconsultants
- Airline tickets, car rental, mileage, and per diem expenses for out-of-town travel
- Couriers and overnight deliveries, including FedEx, UPS, or similar carriers

The following expenses, if incurred in the process of providing professional services included in basic services, are included in the fee noted and are not considered reimbursable expenses:

- Printing for in-house purposes and progress meetings
- Plotting expenses
- Computer charges
- Postage and handling

## BOARD OF PUBLIC WORKS AGENDA ITEM REVIEW REQUEST FORM

Date	<u>12/01/2025</u>		
Name	<u>Zach Hurst</u>	Department	<u>DPW</u>
BPW Date	<u>12/09/2025</u>	Phone Extension	3057

**Review and Approval Required Prior to Submittal to Board**

Diversity Compliance and Inclusion Officer	<input type="checkbox"/>	Officer Name	_____
BPW Attorney	<input type="checkbox"/>	Attorney Name	_____
Dept. Attorney	<input type="checkbox"/>	Attorney Name	_____
Purchasing	<input type="checkbox"/>	_____	

Check the Appropriate Item Type – *Required for All Submissions*

<input checked="" type="checkbox"/> Professional Services Agreement	<input type="checkbox"/> Contract	<input type="checkbox"/> Proposal
<input type="checkbox"/> Open Market Contract	<input checked="" type="checkbox"/> Amendment/Addendum	<input type="checkbox"/> Special Purchase, QPA
<input type="checkbox"/> Bid Opening	<input type="checkbox"/> Bid Award	<input type="checkbox"/> Req. to Advertise
<input type="checkbox"/> Quote Opening	<input type="checkbox"/> Quote Award	<input type="checkbox"/> Reject Bids/Quotes
<input type="checkbox"/> Proposal Opening	<input type="checkbox"/> C/O & PCA No. _____	<input type="checkbox"/> PCA
<input type="checkbox"/> Chg. Order, No. _____	<input type="checkbox"/> Traffic Control	<input type="checkbox"/> Resolution
<input type="checkbox"/> Other: _____		<input type="checkbox"/> Ease./Encroach
		<input type="checkbox"/> Title Sheet

### Required Information

Company or Vendor Name	American Structurepoint		
New Vendor	<input type="checkbox"/> Yes <input type="checkbox"/> If Yes, Approved by Purchasing		
	<input checked="" type="checkbox"/> No		
MBE/WBE Contractor	<input type="checkbox"/> MBE <input type="checkbox"/> WBE	Completed E-Verify Form Attached	<input type="checkbox"/> Yes <input type="checkbox"/> No
Project Name	Madison Lifestyle District		
Project Number	123-074		
Funding Source	River West DA TIF		
Account No.	PO-0029313		
Amount	This Change: \$426,816; Revised Amount: \$1,540,426		
Terms of Contract			
Purpose/Description	<u>Amendment #9 adds in roundabout design services for the Main/Marion intersection.</u>		

## For Change Orders Only

Amount of	<input type="checkbox"/>	Increase	\$
	<input type="checkbox"/>	Decrease	(\$ )
Previous Amount			\$
		Increase	%
Current Percent of Change:		Decrease	( %)
New Amount			\$
		Increase	%
Total Percent of Change:		Decrease	( %)
Time Extension Amount:			
New Completion Date:			