

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, MADE AS OF THIS ____ day of _____, 2025, by and between the City of Joliet, Illinois, an Illinois Municipal Corporation, (hereinafter called the "City") and Engineering Enterprises Inc, (hereinafter called the "Consultant"), collectively referred to as the "Parties" herein, is an AGREEMENT for professional services.

NOW, THEREFORE, the City and the Consultant in consideration of the mutual covenants hereinafter set forth agree as follows:

SECTION 1 – SERVICES OF THE CONSULTANT

- 1.1 The Project scope of work is defined in the attached letter proposal dated **January 6, 2025**.
- 1.2 The City and the Consultant, by mutual agreement, shall determine the final schedule.
- 1.3 The Consultant shall perform its services consistent with the professional skill and care ordinarily provided by Consultants in their line of work. The Consultant will use their best professional judgment in the course of the work. Design criteria, guidelines and other standards shall be supplemented by the professional judgment of the Consultant. Deviations from design criteria, guidelines and other standards shall be called to the attention of the City's representative.

SECTION 2 – THE CITY'S RESPONSIBILITIES

The City will:

- 2.1 Provide full information as to the requirements for the Project in a timely manner in which the Consultant may reasonably rely on with regard to its completeness and accuracy.
- 2.2 Designate in writing a person to act as the City's representative with respect to the work to be performed under this Agreement; and such person shall have complete authority to transmit instructions, receive information, interpret, and define the City's policies and decisions with respect to materials, equipment elements and systems pertinent to the work covered by this Agreement.
- 2.3 Guarantee access to and make all provisions for the Consultant to enter upon the City's facilities as required for the Consultant to perform their work under this Agreement.
- 2.4 Examine all studies, reports and other documents presented by the Consultant and shall render decisions pertaining thereto within seven (7) calendar days from receipt so as not to delay the work of the Consultant.
- 2.5 Obtain approval of all governmental authorities having jurisdiction over the Project and such approvals and consents from such other individuals or bodies as may be necessary for completion of the Project.

SECTION 3 – PAYMENTS TO THE CONSULTANT

3.1 The City will pay the Consultant for the professional services performed under SECTION 1, as follows:

Phase 1; Fixed Fee in an amount of **\$36,166**, and
Phase 2; Time and Materials, Not-to-Exceed **\$42,176**.

3.2 Invoices for payment shall be submitted by Consultant to the City, together with reasonable supporting documentation. The City may require such additional supporting documentation as City reasonably deems necessary or desirable. Payment to Consultant shall be made in accordance with the Illinois Local Government Prompt Payment Act, after City's receipt of an invoice and all such supporting documentation.

3.3 Payment to the Consultant for expenses associated with direct costs or reimbursable expenses, as dictated by the Agreement and/or Scope of Services, shall be made upon presentation of receipts for costs or expenses.

SECTION 4 – TIME OF COMPLETION

4.1 The Consultant shall complete **Phase 1 by March 31, 2025 and Phase 2 by September 30, 2025**, subject to time extensions to such schedule arising from delays beyond Consultant's control. To the extent Consultant is impacted by such delays, Consultant shall be entitled to an adjustment to its schedule for performance.

4.2 Time is of the essence for this Agreement.

4.3 The Consultant shall commence work within ten (10) calendar days of the date of execution of this Agreement or such other time mutually agreed to by the Parties in writing.

4.4 The Consultant may request an extension to compete the scope of work, and the City may grant such extension in a subsequent contract amendment.

SECTION 5 – RIGHTS TO DELIVERABLES

5.1 Deliverables, as defined in the Scope of Work, shall become the City's permanent property upon payment by the City to the Consultant.

5.2 Consultant shall not use photographs of the Deliverables for project competition, awards of any nature, project testimonials, presentations, advertising, proposals, professional papers, public display, or any other use without obtaining prior written approval from the City's representative. Any photographs taken of City property in the execution of the Consultant's work may not be re-used by the Consultant for project competition, awards of any nature, project testimonials, advertising, proposals, presentations, professional papers, public display, or any other use without obtaining prior written approval from the City's representative.

SECTION 6 – REMOVAL AND REPLACEMENT OF PERSONNEL

6.1 Consultant (for the duration of the term of the Agreement) will not, without obtaining the City's prior written consent not to be unreasonably withheld, replace, or alter the assignment of its lead personnel, to the extent their respective availability is reasonably within the Consultant's control.

6.2 Consultant shall promptly remove any person assigned to perform the Services in the event of notification by the City that he/she is no longer acceptable, irrespective of any prior City consent. Replacement of lead personnel, prior to assignment, will be subject to the City's approval, which shall not be unreasonably withheld.

6.3 A violation by Consultant of paragraph 6.1 and/or 6.2 may be considered a substantial and material breach of Agreement, for which termination and damages otherwise provided by Law or the Agreement may be claimed.

6.4 The City's right to request the removal of Consultant's personnel from the Services as set forth in paragraph 6.2 does not expressly or implicitly create an employer-employee relationship between the City and personnel assigned by Consultant. Such a relationship is expressly denied herein by Consultant and the City.

SECTION 7 – INSURANCE

The Consultant shall maintain for the duration of the Agreement, insurance purchased from a company, or companies lawfully authorized to do business in the State of Illinois and having a rating of at least A-minus as rated by A.M. Best Ratings. Such insurance will protect the Consultant from claims set forth below which may arise out of or result from the Consultant's operations under the agreement and for which the Consultant may be legally liable, whether such operations be by the Consultant or by a SubConsultant or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

Worker's Compensation Insurance covering all liability of the Consultant arising under the Workers' Compensation Act and Occupational Diseases Act; limits of liability not less than statutory requirements.

Employers Liability covering all liability of Consultant as employer, with limits not less than: \$1,000,000 per injury – per occurrence; \$1,000,000 per disease – per employee; and \$1,000,000 per disease – policy limit.

Comprehensive General Liability in a broad form on an occurrence basis, to include but not be limited to, coverage for the following where exposure exists; Premises/Operations, Contractual Liability, Products/Completed Operations for 2 years following final payment, Independent Consultant's coverage to respond to claims for damages because of bodily injury, sickness or disease, or death of any person other than the successful proposers employees as well as claims for damages insured by usual personal injury liability coverage which are sustained (1) by a person as a result of an offense directly or indirectly related to employment of such person by the Consultant, or (2) by another person and claims for damages, other than to the Work itself, because

of injury to or destruction of tangible property, including loss of use there from; Broad Form Property Damage Endorsement;

General Aggregate Limit	\$ 2,000,000
Each Occurrence Limit	\$ 1,000,000

Automobile Liability Insurance shall be maintained to respond to claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance, or use of a motor vehicle. This policy shall be written to cover any auto whether owned, leased, hired, or borrowed.

Each Occurrence Limit	\$1,000,000
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Professional Liability Insurance shall be maintained to respond to claims for damages due to the Consultant's errors and omissions.

Errors and Omissions	\$1,000,000
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Consultant agrees that with respect to the above required insurance:

1. The CGL policy shall be endorsed for the general aggregate to apply on an annual basis.
2. To provide separate endorsements: to name the City of Joliet and its officers and employees as additional insured as their interest may appear, and to provide 30 days' notice, in writing, of cancellation or material change.
3. The Consultant's insurance shall be primary in the event of a claim.
4. The City of Joliet shall be provided with Certificates of Insurance and endorsements evidencing the above-required insurance, prior to commencement of an agreement and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least thirty (30) days prior to the expiration of cancellation of any such policies.
5. A Certificate of Insurance that states the City of Joliet and its officers and employees have been endorsed as an "additional insured" by the Consultant's general liability and automobile liability insurance carrier. Specifically, this Certificate must include the following language: "The City of Joliet and its officers and employees are, and have been endorsed, as an additional insured under the above reference policy number _____ on a primary and non-contributory basis for general liability and automobile liability coverage for the duration of the contract term."

Failure to Comply: In the event the Consultant fails to obtain or maintain any insurance coverage required under this Agreement, the City of Joliet may purchase such insurance coverage and charge the expense thereof to the Consultant. Such insurance shall be maintained in full force and effect during the life of the Agreement and shall protect the Consultant, its employees, agents and representatives from claims for damages, for personal injury and death and for damage to property

arising in any manner from the negligent or wrongful acts or failures to act by the Consultant, its employees, agents and representatives in the performance of the work covered by the Agreement. The Consultant shall also indemnify and save harmless the City from any claims against, or liabilities incurred by the Consultant of any type or nature to any person, firm or corporation arising from the Consultant's wrongful or negligent performance of the work covered by the Agreement.

SECTION 8 – SUCCESSORS AND ASSIGNS

The City and the Consultant each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement; except as above, neither the City nor the Consultant shall assign, sublet or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any employee, officer or agent of any public body or the Consultant which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the City and the Consultant.

SECTION 9 – NON-DISCRIMINATION

In all hiring or employment made possible or resulting from this Agreement, there shall be no discrimination against any employee or applicant for employment because of sex, age, race, color, creed, national origin, marital status or the presence of any sensory, mental or physical handicap, unless based upon a bona fide occupational qualification, and this requirement shall apply to, but not be limited to, the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. No person shall be denied or be subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, national origin, age except minimum age and retirement provisions, marital status, or the presence of any sensory, mental, or physical handicap. Any violation of this provision shall be considered a violation of a material provision of this Agreement and shall be grounds for cancellation, termination, or suspension, in whole or in part, of the Agreement by the City.

SECTION 10 – MODIFICATION OR AMENDMENT

This Agreement constitutes the entire Agreement of the Parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment duly executed by the Parties. The Consultant agrees that no representations or warranties shall be binding upon the City unless expressed in writing herein or in a duly executed amendment hereof, or authorized or approved Change Order as herein provided.

SECTION 11 – APPLICABLE LAW AND DISPUTE RESOLUTION

11.1 This Agreement shall be deemed to have been made in and shall be construed in accordance with the laws of State of Illinois.

11.2 Any controversy, claim or dispute arising out of or relating to the interpretation, construction, or performance of this Agreement, or breach thereof, shall be referred to the

American Arbitration Association (the “AAA”) for a voluntary, non-binding mediation in the municipality where the Services are provided and to be conducted by a mutually acceptable single mediator, in accordance with then applicable Construction Industry Mediation Rules, prior to resorting to litigation to any State or Federal Court located nearest to where the Services are provided. Neither party shall be liable for any indirect, incidental, or consequential damages of any nature or kind resulting from or arising in connection with this Agreement. The Parties shall share the cost of the mediator’s services equally.

WITH RESPECT TO ANY SUCH LITIGATION, EACH PARTY HEREBY KNOWINGLY, VOLUNTARILY AND WILLINGLY WAIVES ALL RIGHTS TO TRIAL BY JURY IN ANY ACTION, SUIT, OR PROCEEDING BROUGHT TO RESOLVE ANY DISPUTE BETWEEN OR AMONG ANY OF THE PARTIES HERETO, WHETHER ARISING IN CONTRACT, TORT, OR OTHERWISE, ARISING OUT OF, CONNECTED WITH, RELATED OR INCIDENTAL TO THIS AGREEMENT, THE TRANSACTION(S) CONTEMPLATED HEREBY AND/OR THE RELATIONSHIP ESTABLISHED AMONG THE PARTIES HEREUNDER.

SECTION 12 – TERMINATION OF THE CONTRACT

12.1 TERMINATION BY THE CONSULTANT

If the Work is stopped for a period of thirty days under an order of any court or other public authority having jurisdiction, through no fault of the Consultant, or if the City has not made timely Payment thereon as set forth in this Agreement, then the Consultant may upon twenty-one (21) days written notice (from postmark) to the City, terminate the Agreement.

12.2 TERMINATION BY THE CITY

In the event of any breach of this Agreement by the Consultant, the City may, at its option, serve the Consultant with a written seven (7) day notice (from postmark) with the Consultant’s option to cure the breach, or the City may engage the services of another Consultant to complete the work and deduct the cost of such completion from any amount due the Consultant hereunder, or the City may either pause or terminate the contract.

IN WITNESS WHEREOF, the undersigned have placed their hands and seals upon and executed this Agreement in triplicate as though each copy hereof were an original and that there are no other oral agreements that have not been reduced to writing in this statement.

CITY OF JOLIET

By: _____

H. Elizabeth Beatty

City Manager

Date: _____

ATTEST:

By: _____

Lauren O'Hara

City Clerk

Date: _____

ENGINEERING ENTERPRISES, INC.

By: Jeffrey W. Freeman

Jeffrey W. Freeman, P.E.

Chief Executive Officer

Date: 01/07/25



January 6, 2025

Ms. Allison Swisher
Director of Public Utilities
City of Joliet
150 W. Jefferson Street
Joliet, IL 60432

**Re: Risk & Resilience Assessment (RRA) / Emergency Response Plan (ERP)
5-Year Review And Revisions**

Dear Ms. Swisher:

Enclosed for your review and consideration is our proposed agreement for the subject project. The attached agreement includes the scope of services and estimate of level of effort and associated cost for the project.

We are proposing to provide our professional engineering services in two phases; Phase 1 – Risk and Resilience Assessment for a Fixed Fee amount of \$36,166.00 and Phase 2 – Emergency Response Plan based on Time and Materials with a Not-to-Exceed Fee of \$42,176. We will complete Phase 1 prior to the deadline of March 31, 2025, and Phase 2 prior to the deadline of September 30, 2025.

We look forward to working with you and members of your staff on this project. If you have any questions or require any additional information, please do not hesitate to contact us.

Respectfully submitted,

ENGINEERING ENTERPRISES, INC.

A handwritten signature in blue ink that reads 'Jeffrey W. Freeman'.

Jeffrey W. Freeman, P.E., CFM, LEED AP
Chief Executive Officer

JWF/tgh
Enclosures
pc: ARS, DMT, TGH – EEI (Via E-mail)

SCOPE OF SERVICES



RISK & RESILIENCE ASSESSMENT (RRA) / EMERGENCY RESPONSE PLAN (ERP) 5-YEAR REVIEW AND REVISIONS

City of Joliet, IL

Section 2013 of America's Water Infrastructure Act (AWIA), which amended Section 1433 of the Safe Drinking Water Act (SDWA), requires community (drinking) water systems (CWS) serving more than 3,300 people to prepare or revise Risk and Resilience Assessments (RRAs) and Emergency Response Plans (ERPs). CWSs must certify to the U.S. Environmental Protection Agency (EPA) that this work has been completed. In addition, CWSs must review, revise where applicable, and re-certify their RRA and ERP to EPA every five years from the original deadlines specified in the law and summarized below.

Five-year Review, Revision and Certification Requirements

(from: <https://www.epa.gov/waterresilience/awia-section-2013>)

Each community water system serving more than 3,300 persons must review its RRA at least once every five years to determine if it should be revised. Upon completion of such a review, the system must submit to the EPA a certification that it has reviewed its RRA and revised it, if applicable.

Further, each community water system serving more than 3,300 persons must review and, if necessary, revise its ERP at least once every five years after the system completes the required review of its RRA. The ERP must incorporate any revisions to the RRA. Upon completion of such a review, but not later than six months after certifying the review of its RRA, the system must submit to the EPA a certification that it has reviewed its ERP and revised it, if applicable.

Engineering Enterprises, Inc. (EEI) assisted the City of Joliet Utilities Department (Joliet Utilities) in completing its Initial RRA and ERP. The Table of Contents for both the RRA and ERP appears at the end of this document.

Joliet Utilities certified their completion in 2020. As required by AWIA, Joliet Utilities must review, revise where applicable, and re-certify the RRA before March 31, 2025, and the ERP before September 30, 2025. At the request of Joliet Utilities, EEI has prepared the following Scope of Services for completing the 2025 updates to the RRA and ERP.



SCOPE OF SERVICES



SCOPE OF WORK

The proposed scope of work is divided into two phases. Phase 1 includes reviewing and revising the 2020 RRA. Phase 2 includes reviewing and revising the ERP.

Phase 1 – Review and Revise Risk and Resilience Assessment

In Phase 1, assets identified during the initial RRA will be reviewed and re-evaluated along with the baseline threats. Risk scoring associated with the high-priority Threat-Asset pairs will be assessed and/or reviewed along with the plan to manage risk and create a more resilient utility. It is important for key utility managers to be a part of the RRA Review Team as it provides the foundation for the ERP.

1) Phase 1 Project Administration –

This task includes overall project planning, coordination with the City, and project management. As part of this task, EEI will convey a monthly status report to Joliet Utilities that will be transmitted along with the monthly invoice.

This task also includes a Phase 1 Kick-Off Meeting and EEI assisting Joliet Utilities in identifying the RRA Review Team. The team will likely include the following:

- Joliet Utilities Program Champion (or Co-Champions)
- Joliet Utilities Steering Committee
- Other Review Team Members, as appropriate
- EEI Project Manager and Project Team

2) Establish Scope of RRA Revisions/Updates

EEI will prepare an agenda, disseminate relevant information, lead the RRA Review Team, and assign homework for and document the outcomes of three (3) RRA Workshops.

- a. **Workshop #1:** Threat-Asset Pair and Risk and Resilience Scoring (RRA Review Team)
 - i. Review Section 2 of Existing RRA
 1. Assess Necessity to Revise
 - Asset Characterization (will be completed as prior homework)
 - Threat Characterization (will be completed as prior homework)
 - Preliminary Qualitative Scoring of Threat-Asset Pairs
 - Bottom-Cutting to Identify Final Threat Scenarios
 2. Identify Revisions Necessary and Complete



SCOPE OF SERVICES



- ii. Review Section 3 of Existing RRA and Complete New Assessment as Necessary
 1. Assess Necessity to Revise
 - Consequence Analysis Tasks, Vulnerability Analysis
 - Threat Likelihood Analysis, Risk and Resilience Analysis
 - Bottom-Cutting
 2. Identify Revisions Necessary and Complete
 - b. **Workshop #2:** Complete USEPA Water Cybersecurity Assessment Tool (WCAT)
 - i. Review Existing Utilities Department / City Policies Regarding Cybersecurity
 - ii. Complete WCAT with the Assistance of Utilities Department / City staff
 - Answer the 34 Questions that Comprise WCAT
 - Document in Cybersecurity Assessment Report
 - Complete Risk Mitigation Plan (Included in WCAT)
 - c. **Workshop #3:** Risk and Resilience Management Workshop and Finalize RRA (RRA Review Team)
 - i. Review Section 4 of Existing RRA
 1. Assess Necessity to Revise
 - Risk and Resilience Management
 - Mitigation Options/Prioritization
 2. Identify Revisions Necessary
 - ii. Discuss New Scenarios and Mitigation Options as Necessary
 - iii. Results of the Workshops will be reviewed and finalized.
- 3) **Revise/Update RRA**

EEl will develop a plan to revise the RRA including a list of recommended modifications to the 2020 RRA based on the workshop outcomes. Lists, tables, exhibits, and narrative included in the 2020 RRA will all be considered for revision. The plan will be shared with the Program Champion and Steering Committee for comments. Once approved, EEl will revise the 2020 RRA according to the plan, submit the revised RRA to Joliet Utilities for review, and upon approval, finalize the 2025 RRA.

 - a. Develop Plan to Revise (Add, Delete, Modify) RRA Based on Workshop Outcomes
 - b. Revise RRA
 - c. Submit Draft for Review
 - d. Incorporate Staff Comments into Final Revision



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Phase 2 – Review and Revise Emergency Response Plan

During Phase 2, the ERP Review Team will review Utility Information, Resilience Strategies, Emergency Plan and Procedures, Mitigation Actions, and Detection Strategies. The review will be conducted during two workshops. In addition, a tabletop exercise using the existing ERP will be conducted. The tabletop exercise will allow the ERP Review Team and others an opportunity to use the ERP. The “Hot Wash” step of the Tabletop Exercise will be key in identifying meaningful modifications to the 2020 ERP.

4) Phase 2 Project Administration –

This task includes overall project planning, coordination with the City, and project management. As part of this task, EEI will convey a monthly status report to Joliet Utilities that will be transmitted along with the monthly invoice.

This task also includes a Phase 2 Kick-Off Meeting and EEI assisting Joliet Utilities in identifying the ERP Review Team. The team will likely include the following:

- Client Program Champion (or Co-Champions)
- Client Steering Committee
- Stakeholders (Fire, Police, IT, Public Works, etc.)
- EEI Project Manager and Project Team

5) Review of Existing ERP

EEI will prepare an agenda, disseminate relevant information, lead the ERP Review Team, and document the outcomes of one (2) ERP Review Workshop.

- a. **Workshop #4:** Review of 2020 ERP and Prepare for 2025 ERP (Program Champion and Steering Committee)
 - i. Review ERP for Completeness and Accuracy
 - 1. Chapters 1 – 8 and associated Figures, Tables, and Appendices
 - ii. Identify Revisions Necessary
 - iii. Identify Items Needed for any New Threat Scenario
- b. **Workshop #5:** Review of 2020 ERP and Prepare for 2025 ERP (Program Champion and Steering Committee)
 - i. Review ERP for Completeness and Accuracy
 - 1. Chapters 9 – 12 and associated Figures, Tables, and Appendices
 - ii. Identify Revisions Necessary
 - iii. Identify Items Needed for any New Threat Scenario
- c. **Tabletop Exercise:** Using EPA Tabletop Exercise Tool for Drinking Water and Wastewater Utilities (<https://ttx.epa.gov/>)



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EEI will organize, lead, and document a Tabletop Exercise using the existing ERP. The purpose of the tabletop exercise is to test the existing ERP for effectiveness in guiding the response to a simulated incident. The primary steps in the Tabletop Exercise are:

- Step 1 – Identify Objectives
- Step 2 – Select Participants
- Step 3 – Set Date and Time
- Step 4 – Develop Scenario
- Step 5 – Develop Materials
- Step 6 – Conduct Exercise
- Step 7 – Conduct Hot Wash
- Step 8 – Prepare After Action Report and Improvement Plan

6) Revise/Update ERP

EEI will develop a plan to revise the ERP including a list of recommended modifications to the 2020 ERP based on the workshop and tabletop exercise outcomes. Lists, tables, exhibits, and narrative included in the 2020 ERP will all be considered for revision. The plan will be shared with the Program Champion and Steering Committee for comments. Once approved, EEI will revise the 2020 ERP according to the plan, submit the revised ERP to Joliet Utilities for review, and upon approval, finalize the 2025 ERP.

- a. Develop Plan to Revise (Add, Delete, Modify) ERP Based on Workshop Outcomes
- b. Revise ERP
- c. Submit Draft for Review
- d. Incorporate Staff Comments into Final Revision



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CITY OF JOLIET RISK AND RESILIENCE ASSESSMENT - 2020

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CITY OF JOLIET EMERGENCY RESPONSE PLAN - 2020

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ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST PROFESSIONAL ENGINEERING SERVICES

CLIENT		PROJECT NUMBER	
City of Joliet		JO2402	
PROJECT TITLE		DATE	PREPARED BY
RRA / ERP 5-Year Review and Revisions - PHASE 1		10/28/2024	TGH

TASK NO.	TASK DESCRIPTION	ROLE	SR. PM	SR. PE II	SR. PE I	GIS	HOURS	COST
		PERSON	TGH	NPW	KA	MJT		
		RATE	\$243	\$208	\$193	\$119		
PHASE 1: Review and Revise Risk and Resilience Assessment								
1	Phase 1 Project Administration		2	4	4		10	\$ 2,090
2a	Establish Scope of RRA Revisions/Updates - Workshop #1		4	10	12	4	30	\$ 5,844
2b	Complete Water Cybersecurity Assessment Tool - Workshop #2		4	12	12		28	\$ 5,784
2c	Establish Scope of RRA Revisions/Updates - Workshop #3		4	10	12	4	30	\$ 5,844
3	Revise/Update RRA		8	12	16	4	40	\$ 8,004
Subtotal Phase 1			22	48	56	12	138	\$ 27,566

EEI STAFF

TGH Timothy G. Holdeman
 NPW Natasha P. Woodlock, PE
 KA Kamelia Afshinnia, PhD, PE
 MJT Matthew J. Taylor

DIRECT EXPENSES

Printing/Scanning =	\$ -
Mileage =	\$ 100
Subconsultant - Chris Sosnowski	\$ 8,500
DIRECT EXPENSES =	\$ 8,600

LABOR SUMMARY

TOTAL LABOR EXPENSES	\$ 27,566
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PHASE 1 TOTAL COSTS	\$ 36,166
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ESTIMATE OF LEVEL OF EFFORT AND ASSOCIATED COST PROFESSIONAL ENGINEERING SERVICES

CLIENT		PROJECT NUMBER	
City of Joliet		JO2402	
PROJECT TITLE		DATE	PREPARED BY
RRA / ERP 5-Year Review and Revisions - PHASE 2		10/28/2024	TGH

TASK NO.	TASK DESCRIPTION	ROLE	SR. PM	SR. PE II	SR. PE I	GIS	HOURS	COST
		PERSON	TGH	NPW	KA	MJT		
		RATE	\$243	\$208	\$193	\$119		
PHASE 2: Review and Revise Emergency Response Plan								
4	Phase 2 Project Administration		2		4		6	\$ 1,258
5a	Review of Existing ERP - Workshop #4		4	16	20	4	44	\$ 8,636
5b	Review of Existing ERP - Workshop #5		4	16	20		40	\$ 8,160
5c	Tabletop Exercise		8	24	24	4	60	\$ 12,044
6	Revise/Update ERP		10	20	20	12	62	\$ 11,878
Subtotal Phase 2			28	76	88	20	212	\$ 41,976

EEI STAFF

TGH Timothy G. Holdeman
 NPW Natasha P. Woodlock, PE
 KA Kamelia Afshinnia, PhD, PE
 MJT Matthew J. Taylor

DIRECT EXPENSES

Printing/Scanning =	\$ 100
Mileage =	\$ 100
DIRECT EXPENSES =	\$ 200

LABOR SUMMARY

TOTAL LABOR EXPENSES	\$ 41,976
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TOTAL COSTS	\$ 42,176
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