

**248th Avenue Phase I Study
103rd Street to 95th Street
City of Naperville
Supplement #1**

I. Scope of Services

Civiltech has performed work outside of the original scope of services, due to the COVID-19 Pandemic and additional analysis that IDOT is requesting, due to change in policy or requirements.

IDOT Policy/Requirements

As part of the Federal Highway Administration/Illinois Department of Transportation Coordination Meeting held on November 17, 2020, IDOT requested a HSM Analysis and Technical Memorandum be prepared to confirm that there are safety benefits for the proposed improvement. The Technical Memorandum was submitted as part of the Draft Project Development Report. Based upon comments from IDOT, the document will be revised and submitted to IDOT for approval. The HSM Analysis and Technical Memorandum are outside of the original scope of services.

Comments received by IDOT on the Draft Project Development Report resulted in additional work. This work includes developing an alignment and profile for the existing shared-use path as well as a proposed profile for the path, in areas where the path will be reconstructed. This work item is out of scope.

Based upon changes in IDOT procedures, two Pre-final Project Development Reports (PDR) are required prior to submittal of the Final PDR. This change was after the original agreement and is outside the original scope of services.

Public Involvement – COVID 19 Pandemic

The original Phase I Study scope of services included three in-person Public Information Meetings.

- Public Information Meeting #1 – Held in-person November 2019
- Public Information Meeting #2 (Virtual) – Held via Zoom August 31, 2020
- Public Information Meeting #2 (In-person) - Held September 10, 2020
- Final Public Information Meeting – Tentatively Fall 2021

Because of the COVID – 19 Pandemic, it was decided to hold Public Information Meeting #2 both virtually and in-person to give the public a choice to attend virtually or in-person. It is required to hold a Final Public Information Meeting to satisfy IDOT requirements. This would result in the Final Public Information Meeting being out of scope.

This Scope of Services includes tasks that are outside of the original scope of services to obtain Design Approval from IDOT and FHWA. The following tasks are summarized below.

Item 1 – Early Coordination and Data Collection – No additional work proposed.

Item 2 – Topographic Survey – No additional work proposed.

Item 3 – Crash Analysis – As part of the FHWA/IDOT Coordination Meeting held in November of 2020, IDOT requested that the safety of the project must be evaluated using the Highway Safety Manual. Therefore, this work item will include the following items:

- A. Review Highway Safety Manual for updates and procedures.
- B. Analyze existing, 2050 no-build, and 2050 build safety conditions
- C. Prepare exhibits and tables.
- D. Prepare Draft HSM Technical Memorandum and submit to IDOT for review.
- E. Revise HSM analyses and Technical Memorandum based upon IDOT comments.
- F. Submit Final HSM Technical Memorandum to IDOT for approval.

Item 4 – Traffic Analyses – No additional work proposed.

Item 5 – Alternate Geometric Studies – Based upon the comments received by IDOT on the Draft Project Development Report, additional geometric studies will be required to complete the Phase I Study. These studies include verifying the existing shared-use path located on the west side of 248th Avenue meet requirements set forth in the Bureau of Local Roads and Streets Manual. The following tasks are included as part of this item.

- A. Develop existing alignment and profile for the existing shared-use path.
- B. Verify the existing shared-use path alignment and profile meet requirements.
- C. Develop horizontal, vertical, and cross sections for areas that do not meet requirements
- D. Prepare plan and profile sheets for the existing and/or the proposed shared-use path.
- E. Send plan and profile sheets to City for review (if necessary).
- F. Revise geometrics and update plan and profile sheets based upon comments from the City.

Item 6 – Geotechnical Studies – No additional work proposed.

Item 7 – Preliminary Environmental Site Assessment (PESA) – No additional work proposed.

Item 8 – Air Quality – No additional work proposed.

Item 9 – Highway Traffic Noise Analysis – No additional work proposed.

Item 10 – Drainage Study – No additional work proposed.

Item 11 – Wetland Investigation – No additional work proposed.

Item 12 – Section 4(f) Evaluation and Documentation – No additional work proposed.

Item 13 – Draft Project Development Report – As part of the updated review process from the Bureau of Local Roads and Streets, they are now requiring two Pre-final Project Development Report submittals. This item includes preparation of the Pre-final submittals.

Specifically this work item will include the following:

- A. Revise report exhibits and tables based upon comments from IDOT.
- B. Revise detailed construction cost estimate for proposed improvements.
- C. Revise, proofread and edit the Pre-final PDR.
- D. Print, bind and deliver Pre-final PDR.
- E. Attend review meeting/phone conference with the City and IDOT, if required.

Item 14 – Agency Coordination – No additional work proposed.

Item 15 – Public Involvement – Because of the COVID-19 Pandemic, an additional meeting was necessary. In order to meet IDOT and FHWA requirements, an additional meeting is required to obtain approval on the Phase I Study. The Final PIM will occur at the Naperville Transportation Advisory Board. All required advertisements and content will meet IDOT and FHWA requirements for Public Involvement. Following are the specific public involvement tasks that are anticipated:

Final Public Information Meeting

- A. Preparation of Public Information Meeting PowerPoint. This includes exhibits and all necessary graphics for the PowerPoint.
- B. Prepare for and attend dry-run with City.
- C. Revise PowerPoint based upon comments from the City.
- D. Attendance at Public Information Meeting.
- E. Preparation of meeting minutes and disposition of comments.
- F. Attend City Council Meeting.

Item 16 – Final Project Development Report – No additional work proposed.

Item 17 – Supervision, Administration and Project Coordination – Because of the COVID-19 Pandemic, the schedule for the project has been pushed out six months. This item includes the work associated with project budgets, schedules, client coordination, and meetings required because of the schedule change.