NBWW SPECIAL EXECUTIVE BOARD MEETING MINUTES

1. **Call Meeting to Order**
   Introductions & Roll Call
   Brandon Janes, North Branch Chicago River Watershed Workgroup (NBWW) President, called the meeting to order at 12:02 pm via a public zoom meeting. Executive Board members present were Brandon Janes (President), Village of Deerfield; Matt Farmer (Vice President), Village of Northbrook; Rob Flood, North Shore Water Reclamation District (NSWRD); Al Giertych, Lake County Division of Transportation (LCDOT); Matt Ueltzen, Lake County Forest Preserve District (LCFPD); Robyn Flakne, Village of Glenview; and Emily Grimm, Village of Winnetka alternate. A roll call was performed and an NBWW Executive Board quorum was present.

2. **Public Comment:** None

3. **Old Business**
   a. Geosyntec Preliminary NARP Workplan Agreement Review: Ashley Strelcheck, NBWW Coordinator, presented the revised Geosyntec Preliminary NARP Workplan Agreement to the NBWW Executive Board. Several NBWW Executive Board Members sent their revision requests to Ashley to update the agreement. Ashley worked with Geosyntec on these changes. Rob Flood noted that the Scope of Work document had one mistake; one section has a “DRWW” instead of an “NBWW”. With no further discussion, Brandon asked for a motion to approve the Geosyntec Preliminary NARP Workplan Agreement with the grammar revision (DRWW changed to NBWW). First Motion: Matt Ueltzen, LCFPD, Second Motion: Al Giertych, LCDOT. The motion passed with unanimous consensus via roll call vote.

4. **New Business**
   a. Open Meetings Act: Ashley briefly explained that she was going through an Open Meetings Act (OMA) training and noted that the NBWW officers will need to be OMA trained with a certification in March 2021 since that has not been done yet. Ashley will send the link information for that training so officers can complete it. If officers have already taken the training, then they could provide their certification to Ashley to keep in the NBWW files. Ashley also explained the new email procedures that will be in place for reviewing meeting materials between meetings to remain within OMA regulations. Lastly, Ashley explained that the NBWW Executive Board may want to consider a policy for the “public comment” section for a time limit either per person or total amount to make sure NBWW can conduct normal meeting business but still hear from the public.

5. **Adjournment** – 12:31 pm
   First Motion: Rob Flood, NSWRD, Second Motion: Robyn Flakne, Village of Glenview. The motion passed with unanimous consensus via roll call vote.

NBWW Special Executive Board Meeting Attendees

<table>
<thead>
<tr>
<th>NAME</th>
<th>ORGANIZATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Al Giertych</td>
<td>Lake County Division of Transportation</td>
</tr>
<tr>
<td>Ashley Strelcheck</td>
<td>Lake County Stormwater Management Commission &amp; NBWW Coordinator</td>
</tr>
<tr>
<td>Brandon Janes</td>
<td>Village of Deerfield</td>
</tr>
<tr>
<td>Chuck Bodden</td>
<td>North Shore Water Reclamation District</td>
</tr>
<tr>
<td>Emily Grimm</td>
<td>Village of Winnetka</td>
</tr>
<tr>
<td>Eric Otto</td>
<td>Forest Preserve District of Cook County</td>
</tr>
<tr>
<td>Kate Amoruso</td>
<td>Village of Wilmette</td>
</tr>
<tr>
<td>Larry Bridges</td>
<td>East Skokie Drainage District</td>
</tr>
<tr>
<td>NAME</td>
<td>ORGANIZATION</td>
</tr>
<tr>
<td>--------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>Matt Farmer</td>
<td>Village of Northbrook</td>
</tr>
<tr>
<td>Matt Ueltzen</td>
<td>Lake County Forest Preserve District</td>
</tr>
<tr>
<td>Rob Flood</td>
<td>North Shore Water Reclamation District</td>
</tr>
<tr>
<td>Robyn Flakne</td>
<td>Village of Glenview</td>
</tr>
</tbody>
</table>
January 22, 2021

Brandon Janes, P.E.
President
North Branch Watershed Workgroup
500 W. Winchester Road, Suite 201
Libertyville, IL 60048
bjanes@deerfield.il.us

Subject: Preliminary Nutrient Assessment Reduction Plan (NARP) Workplan Development for the North Branch Chicago River, Illinois

Dear Brandon:

Thank you for the opportunity to provide consulting services to prepare a preliminary Nutrient Assessment Reduction Plan (NARP) Workplan for the North Branch Chicago River Watershed Workgroup (NBWW). Based on our understanding of the project, Geosyntec Consultants, Inc. (Geosyntec) has developed this scope of work to address the objectives detailed in the NBWW’s Request for Qualifications (RFQ) and our proposed approach from our December 21, 2020 submittal.

Project Understanding
The North Branch Watershed Workgroup (NBWW) is a diverse coalition of stakeholders formed to address the water quality impairments in the NBCR and its tributaries. Participants in the group include publicly owned treatment works (POTWs), municipal separate storm sewer systems (MS4s), Forest Preserve Districts, and environmental groups. The two major POTWs in the NBCR watershed have Special Conditions in their NPDES permits to develop a NARP. Additionally, Illinois’ general permit for MS4s requires that the permittee’s discharges do not cause or contribute to violations of water quality standards. The permit further requires that the stormwater program be reviewed in accordance with TMDLs or other approved watershed management plans (i.e., NARPs). The NBWW NARP needs to identify phosphorus reductions (from both point and non-point sources) and other measures to eliminate phosphorus-related water quality impairments in the watershed. The NBWW has engaged Geosyntec to develop a preliminary NARP workplan that will identify the scope, schedule, and budget for completing the NARP by the end of 2024.

Scope of Work
The team will work with the NBWW to develop a preliminary NARP workplan by December 31, 2021. This will be accomplished through the following tasks:

(1) Identify Necessary NARP Components and Project Management
(2) Review Background Data
(3) Identify Missing Data and Components for the NARP
(4) Develop the Preliminary NARP Workplan
Task 1: Identify Necessary NARP Components and Project Management
The objectives are to identify the necessary components of the NARP and to develop effective coordination with the NBWW. Geosyntec will develop an outline for the workplan that identifies the necessary NARP components and considers (1) the unique nature of the NBCR watershed’s phosphorus-related impairments and (2) other goals and objectives of the NBWW. The Geosyntec team will work with NBWW to define the preliminary objectives for the NBWW NARP. The development of these preliminary objectives will help to focus the data review under Task 2 and will distinguish which objectives can be met by the NARP vs the Integrated Priority System (IPS) tool. This task will also include routine project management, monthly progress reports and invoices, and interim progress calls.

Activities

- Review the proposed NARP special conditions.
- Develop draft outline for the NARP workplan identifying the necessary NARP components.
- Develop the preliminary NARP objectives.
- Conduct a kickoff meeting for information transfer, establishing communication logistics, defining NBWW members’ collective and individual interests and concerns, and discussing the NARP outline and objectives.
- Finalize the outline for the NARP workplan based on feedback from NBWW.

Assumptions

- The NARP workplan outline will undergo two rounds of review before being finalized.
- The kickoff meeting will be attended virtually by three Geosyntec personnel.

Deliverables

- Draft outline for NARP workplan
- Final outline for NARP workplan
- Presentation slides for the kickoff meeting
- Summary notes from the kickoff meeting
- Monthly invoices and progress reports

Task 2: Review Background Data
The objective is to assess the available information to support the development of the NBWW NARP. Geosyntec will review available data and watershed studies conducted by NBWW, United States Geological Survey (USGS), Lake and Cook Counties, Illinois EPA, and other publicly available sources that can be used to support development of the NBWW NARP. The Geosyntec team will review data from the last five years, which should be reflective of existing conditions of the watershed and streams. The team will also obtain other available data, such as existing surface water and watershed models, that could provide information for development of a watershed model and instream water quality model. The Geosyntec team will compile the information in a database and summarize it in table and map. The data review will be used to inform the field monitoring and modeling recommendations under Task 3.

Activities
• Acquire and review existing data from the NBWW and other publicly available sources such as USGS, Illinois EPA, and Lake and Cook counties. Data that will be reviewed includes the following:
  o Water quality chemistry data collected by NBWW and Illinois EPA
  o Continuous DO sonde data collected by NBWW and Illinois EPA
  o Stream channel cross-section data
  o Flow data collected by USGS
  o Rainfall data collected by Lake and Cook counties
• Review past watershed studies and reports including:
  o 2008 Watershed-Plan for the NBCR watershed
  o 2020 Draft NBWW watershed plan chapters for the NBCR watershed
  o 2020 Illinois EPA TMDL Report for the NBCR watershed
  o NBWW Monitoring Reports
• Acquire and review existing models that could be leveraged to support NARP development and at a high-level assess their appropriateness for use in developing a NARP.
• Using the results of the IPS tool provided by Midwest Biodiversity Institute (MBI), conduct a review to assess the IPS tool and how it may be best leveraged for NARP development.
• Summarize the review in the form of tables and maps.
• Refine the NARP objectives based on the review.
• Develop a presentation to summarize the review.
• Conduct a meeting to present the findings of the review.
• Prepare a meeting summary.

Assumptions

• NBWW will provide Geosyntec with its monitoring database and GIS data in a timely fashion.
• MBI will provide sufficient information to address questions regarding integration of the IPS tool into the NARP process to capture phosphorus reductions.

Deliverables

• Presentation slides and summary presenting the data review
• Report chapter in the NARP workplan summarizing the existing review of data review.

Task 3: Identify Missing Data and Components for the NARP

The objective is to identify the missing data and model components needed to support the development of the NBWW NARP. Two known missing components needed to support the development of the NARP are a watershed model (for calculating flows and pollutant loads from non-point sources) and a time-variable water quality model for calculating the impact of the point and non-point source loads on algae and DO. A third missing component may be gaps in the key measured datasets that are needed to develop the models.

Geosyntec will evaluate potential watershed and hydraulic/water quality models that could support development of the NARP. The evaluation will include the existing models reviewed under Task 2 and other modeling platforms. Since more complex models require more data for development, it is important to align the management objectives, modeling platforms, and available data resources. A table
will be prepared showing the suitable modeling platforms, their data needs, and available and missing data. This table will be reviewed with the NBWW in a meeting. For both the watershed and water quality models, Geosyntec will recommend two potential modeling platforms of different levels of complexity. This will include an estimate of the effort needed to fill data gaps, and the value that each modeling approach may bring to meeting project objectives. The recommendations will help the NBWW decide on the appropriate model platform and will inform the schedule and budget development under Task 4. Geosyntec will also work with the NBWW Water Quality Monitoring Committee to tailor and supplement the existing monitoring program to support the development of NARP.

Activities

- Develop recommendations for watershed and water quality models.
- Identify data gaps and develop monitoring recommendations to support the development of the models.
- Conduct a review meeting with NBWW to discuss the modeling and monitoring recommendations.
- Work with the Monitoring Committee to tailor and supplement the existing monitoring program for the NARP.

Assumptions

- Existing models of the NBCR are available.

Deliverables

- Presentation slides summarizing the modeling and monitoring recommendations
- Report chapter describing the monitoring and modeling recommendations

Task 4: Develop the Preliminary NARP Workplan

The objective of this task to develop a preliminary workplan to serve as a roadmap for the NBWW for the development of the NARP. Geosyntec will develop a detailed description of tasks needed to support the development of the NARP. The cost and schedule for executing the identified tasks will also be developed. Geosyntec will present the scope, schedule, and cost for NARP development at a review meeting to solicit feedback. These will be included as chapters in the NARP Workplan report.

Activities

- Develop detailed description of tasks needed to support the NARP development.
- Develop schedule and cost for executing the NARP tasks.
- Conduct a review meeting to discuss the scope, schedule, and cost for NARP development.
- Document the scope, schedule and cost in the NARP workplan report chapter.
- Finalize the NARP comments by addressing comments from the NBWW.
- Address comments received from the NBWW.
- Present the final workplan at a NBWW meeting.

Assumptions

- The NARP workplan will undergo two rounds of review by the NBWW before being finalized.
Deliverables

- Presentation slides summarizing scope, schedule, and cost for NARP development
- Report chapter describing scope, schedule, and cost for NARP development

Personnel and Schedule

As described in our December 21, 2020 RFQ response, Brian Valleskey, CFM, CLP will serve as the project manager and technical lead on the NARP outline. Adrienne Nemura, P.E. will serve as your project director. Rishab Mahajan, P.E., CFM, CPSWQ will serve as the technical lead on modeling and Rob Annear, Ph.D., P.E. will serve as a senior technical advisor. Nick Muenks, HTIII will serve as a monitoring advisor, providing review and possible recommendations on data collection strategy. Karoline Qasem, Ph.D., EIT will serve as Data Analyst.

Figure 2 provides the proposed schedule. Meetings are scheduled to coincide with NBWW meetings to the greatest extent but are subject to change based on the availability of the NBWW Executive Board, membership, and Geosyntec staff. The schedule reflects a proposed workplan completion date of November 10, 2021. The agreement will be completed once the NBWW Executive Board has reviewed and approved the Preliminary NARP Workplan final report.

Figure 2. Project Schedule for the NBWW NARP Workplan

Compensation

Compensation for the work described above will be on a time and materials basis at the project level. Geosyntec’s proposed rate schedule is presented below. Our cost estimate for the services described in this proposal is $64,100, as shown in Table 1. This estimate will not be exceeded without written approval from the NBWW. We will invoice monthly based on services provided.
Table 1. Cost Estimate for the DRWW Preliminary NARP Workplan

<table>
<thead>
<tr>
<th>Task or Sub-Task</th>
<th>Labor(^a)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Identify Necessary NARP Components and Project Management</td>
<td>$9,200</td>
</tr>
<tr>
<td>2. Review Background Data</td>
<td>$41,300</td>
</tr>
<tr>
<td>3. Identify Missing Data and Components for the NARP</td>
<td>$6,000</td>
</tr>
<tr>
<td>4. Develop the Preliminary NARP Workplan</td>
<td>$7,600</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$64,100(^b)</strong></td>
</tr>
</tbody>
</table>

\(^a\) Labor is based on unit rates provided in Table 2 below.

\(^b\) Total cost will not be exceeded without written approval from the NBWW.

Table 2. Proposed Geosyntec Labor Rates Based on Staff

<table>
<thead>
<tr>
<th>Geosyntec Project Staff</th>
<th>Role</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Valleskey, CFM, CLP</td>
<td>Project Manager</td>
<td>$215</td>
</tr>
<tr>
<td>Adrienne Nemura, P.E.</td>
<td>Project Director</td>
<td>$235</td>
</tr>
<tr>
<td>Rishab Mahajan, P.E., CFM, CPSWQ</td>
<td>Technical Lead</td>
<td>$192</td>
</tr>
<tr>
<td>Rob Annear, Ph.D., P.E.</td>
<td>Senior Technical Advisor</td>
<td>$254</td>
</tr>
<tr>
<td>Nick Muenks</td>
<td>Monitoring Advisor</td>
<td>$192</td>
</tr>
<tr>
<td>Karoline Qasem, Ph.D., EIT</td>
<td>Data Analyst</td>
<td>$168</td>
</tr>
</tbody>
</table>

Closure

By its signature below and/or authorizing Geosyntec to proceed in accordance with this Proposal, the North Branch Chicago River Watershed Workgroup accepts and agrees to the Services, Schedule and Compensation described above and in the attached terms and conditions (Attachment 2).

Brandon Janes, P.E.
President
North Branch Chicago River Watershed Workgroup
ATTACHMENTS (1)
This Master Professional Services Agreement ("Agreement") is made effective January 22, 2021 by and between North Branch Chicago River Watershed Workgroup (NBWW) ("Client") and Geosyntec Consultants, Inc. and its subsidiaries and affiliates 1 (collectively "Geosyntec"). The Client and Geosyntec are referred to herein individually as “Party” and collectively as “Parties”.

NOW, THEREFORE, in consideration of the promises set forth below, the Parties hereby agree as follows:

1. **SERVICE ORDERS:** The services to be provided by Geosyntec pursuant to this Agreement ("Services") shall be described in written orders ("Service Orders") agreed to by the Parties. Service Orders shall set forth the Services, schedule and budgeted fees and expenses for the Services. If Services are to be rendered in connection with a specific location, the Service Order shall also describe the site ("Project Site"). The terms and conditions of this Agreement shall apply to and be incorporated into each Service Order and any Purchase Order, or other document issued by Client and to all Services to be rendered. Any terms introduced or proposed by Client which are not expressly incorporated into this Agreement or a Service Order are rejected.

2. **CLIENT RESPONSIBILITY:** Client shall provide Geosyntec, in writing, all information relating to Client’s requirements for the Project in a timely manner, give Geosyntec prompt written notice of any suspected deficiency in the Services and with reasonable promptness to avoid impacts to the progress of the project ("Project"), provide Geosyntec with approvals and decisions. When the Services include on-site activities and if known to Client, Client shall identify the location of subsurface structures, such as pipes, tanks, cables, and utilities and notify Geosyntec of any potential hazardous substances or other health and safety hazards or conditions known to Client existing on or near the Project Site. Client shall be responsible for obtaining all necessary permits required to execute the Services and Project work. If included in the Services, Geosyntec will assist Client with permit applications, however all impacts and obligations will be the responsibility of the Client, and Geosyntec shall not be liable for any delays related to obtaining permits, whether caused by the Client, regulatory bodies, or other third parties. In addition, Client agrees to hold Geosyntec harmless from any claim related to or arising from circumstances, acts or omissions in connection with the Project Site which occurred prior to Geosyntec providing any Services under this Agreement.

3. **COMPENSATION, INVOICING AND PAYMENT:** The method of compensation shall be identified in the Service Order. Geosyntec shall submit invoices to Client reflecting the number of hours worked multiplied by the hourly rate reflected in Geosyntec’s rate schedule, along with any expenses for reimbursement. The rates and rate schedule for projects lasting more than one year may be adjusted annually. The rates are inclusive of all taxes except such value added, sales, service or withholding taxes that are imposed by some jurisdictions, and which shall be explicitly identified. Any such applicable taxes will be added to the invoice and shall be paid by the Client. Geosyntec shall not be liable for taxes imposed outside the U.S., Canada, Australia, Ireland, and the United Kingdom. Where compensation is subject to a “not to exceed” budget such limit shall only apply to the total approved budget. Any amount allocated to a task or milestone may be exceeded without Client authorization as long as the total budget limit is not exceeded. Rates for days of actual testimony at depositions, trials, or hearings will be the rate shown on the rate schedule in effect at the time of actual testimony at depositions, trials, or hearings. All costs incurred and time spent by Geosyntec responding to subpoenas related to litigation which Geosyntec is not a named party shall be reimbursable in accordance with Geosyntec’s then current rate schedule.

Geosyntec shall periodically submit invoices to Client and Client shall pay each invoice in accordance with any applicable prompt payment legislation within sixty (60) days of the date of the invoice. Payment shall not be conditioned upon Client’s receipt of payment from any other parties. If Client objects to all or any portion of any invoice, Client shall notify Geosyntec in writing of the objection within fifteen (15) calendar days from the date of the invoice, give reasons for the objection, and pay that portion of the invoice not in dispute.

Client shall pay the greater of an additional charge of one percent (1%) of the amount of the invoice per month or the maximum percentage allowed by law for any payment received by Geosyntec more than sixty (60) days from the date of the invoice. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal. The additional charge shall not apply to any disputed

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1 The defined term “Geosyntec” refers to Geosyntec Consultants, Inc., except where Services are rendered in Michigan it refers to Geosyntec Consultants of Michigan, Inc.; in New York it refers to B&B Engineers and Geologists of New York, P.C.; in Puerto Rico it refers to Geosyntec Consultants of Puerto Rico, P.C.; in North Carolina it refers to Geosyntec Consultants of NC, P.C.; in Canada it refers to Geosyntec Consultants International, Inc.; in the United Kingdom it refers to Geosyntec Consultants, Ltd.; and in Australia it refers to Geosyntec Consultants Pty Ltd. The applicable entity shall be identified on the Service Order. Client may be billed by Geosyntec Consultants, Inc. on behalf of the affiliate.
portion of any invoice resolved in favor of Client. In the event of a legal action brought by Geosyntec against Client for invoice amounts not paid, attorneys’ fees, court costs, and other related expenses shall be paid to the prevailing party by the other Party. No deductions shall be made from Geosyntec’s compensation on account of penalty, liquidated damages or other sums withheld from payments to Client or others, or on account of the cost of changes in the Services.

In addition to the above, if payment of Geosyntec invoices is not maintained on a sixty (60) day current basis, Geosyntec may, by ten (10) days written notice to Client, suspend further performance and withhold any and all deliverables and data from Client until such invoice payments are restored to a current basis. If the Project Site is located in a jurisdiction which requires Geosyntec to pay any subcontractors within a stated period of time, the Client shall make payment to Geosyntec within five (5) days prior to the lapse of such time period.

4. **CHANGES:** In the event services beyond those specified in the Services Order are provided by Geosyntec or requested by the Client, the Parties shall negotiate an adjustment to the scope, schedule or fee, and the Service Order shall be equitably adjusted to represent such changes.

5. **RECOGNITION OF RISK:** Client recognizes that services and opinions relating to environmental, geologic, and geotechnical conditions are based on limited data and that actual conditions may vary from those encountered at the times and locations where data are obtained, and that the limited data results and uncertainty with respect to the interpretation of these conditions, despite the use of due professional care. In addition, any estimate of costs prepared by Geosyntec represents judgment as a design professional and is supplied for the general guidance of the Client. Since Geosyntec has no control over the cost of labor and material, or over competitive bidding or market conditions, Geosyntec does not guarantee the accuracy of such estimates as compared to Contractor bids or actual cost to the Client. Accordingly, any estimates, forecasts and predictions provided as part of the Services are presented solely on the basis of the assumptions accompanying the estimates, forecasts and predictions.

6. **STANDARD OF CARE:** Geosyntec shall render its Services in a manner consistent with the level of care and skill ordinarily exercised by other firms rendering the same services under similar circumstances at the time the Services are performed. The representations provided herein are provided expressly in lieu of all other warranties or conditions, express or implied. All statutory or implied warranties and conditions including but not limited to those of merchantability and fitness for a purpose are hereby expressly negated and excluded. Should an error or omission become apparent in the Services during the term of the Agreement or within one year following the completion of the Services, Geosyntec’s liability shall be limited to the correction of the error or omission and shall be contingent upon Geosyntec being notified promptly.

7. **INDEMNIFICATION:** To the fullest extent permitted by law, Geosyntec shall indemnify and hold harmless Client (and its respective officers, directors, shareholders, partners, employees, and representatives) from and against all claims, demands, causes of actions, suits, based upon or arising from allegations of illness, injuries to persons, destruction of or damage to property, costs, expenses, legal or otherwise, to the extent arising out of Geosyntec’s negligent acts or omissions. Geosyntec shall indemnify, defend, and hold harmless the Client against all loss, cost, expense, royalties, claims for damages or liability in law or in equity, including without limitation, attorney fees, court costs, and other litigation expenses that may at any time arise or be set up for any infringement (or alleged infringement) of any patent, copyright, trade secret, or other proprietary right of any person or entity in consequence of the use by indemnifying Party of any documents or materials.

8. **LIMITATION OF LIABILITY:** To the fullest extent permitted by law, the liability of Geosyntec, its employees, agents, and subcontractors for claims of loss, injury, death, damage, or expense incurred by the Client, including, without limitation, third party claims for contribution and indemnification, arising out of or relating to Services rendered or obligations imposed under this Agreement or any Service Order issued, shall not exceed, in the aggregate, the greater of $250,000 or the amount paid to Geosyntec under the applicable Service Order. In addition, neither Party shall be entitled to recover consequential damages, including, without limitation, loss of use or loss of profits, from the other Party, their employees, representatives, agents, subsidiaries, affiliates, successors or assigns. The foregoing limitations of liability shall apply regardless of whether the allegation is based on a theory of breach of contract, negligence or other wrongful act, but shall not apply if caused by gross negligence or willful misconduct.
9. **INSURANCE:** Geosyntec shall maintain during the term of this Agreement the following minimum insurance coverage:

(i) Workers’ Compensation: Statutory
   Employer’s Liability: $1,000,000 per occurrence

(ii) Commercial General Liability or Public Liability Insurance: $1,000,000 per occurrence

(iii) Comprehensive Automobile Liability: $1,000,000 combined single limit

(iv) Professional Liability: $1,000,000 per claim

Geosyntec shall provide Client with an insurance certificate upon Client’s request.

10. **DISPUTES:** The Parties agree to promptly resolve their differences through good faith negotiations as a condition precedent to filing a formal claim. In the event disputes remain following such good faith negotiations between the Parties, the remaining dispute shall be submitted to an authorized representative of Geosyntec and the NBWW Executive Board who shall have the authority to enter into an agreement to resolve the dispute (“Representative”). The Representatives shall not have been directly involved in the performance of the Services and shall negotiate in good faith. If the Representatives are unable to resolve the dispute within three weeks or within such longer time period as the Representatives may agree, the dispute shall be mediated by an independent third-party agreed to by both parties. Any disputes or portions thereof remaining following mediation shall be determined by remedies at law or equity, as they may be available, subject to the limitations in this Agreement. Any applicable statute of limitations on any claim in any way related to Agreement shall commence to run and alleged cause of action shall be deemed to have accrued no later than the date of either Geosyntec’s final invoice or termination of this Agreement by either Party.

11. **RIGHT OF ENTRY:** Client grants to Geosyntec, and, if the Project Site is not owned by Client, will provide that permission for a right of entry from time to time for Geosyntec, its employees, agents, and subcontractors for the purpose of providing the Services. If Geosyntec is required to enter into agreements with third parties to obtain access to property to perform the Services, such agreements must be consistent with the obligations imposed on Geosyntec under this Agreement and the compensation, Schedule and terms and conditions of this Agreement shall be subject to an equitable adjustment to reflect additional obligations imposed thereunder. If the provisions of any written access agreement between Client and the property owner require the Client’s agents, such as Geosyntec, to name the property owner as an additional insured, those provisions shall be incorporated into this Agreement. Client shall indemnify and defend Geosyntec for any liabilities or claims that may result from a right of entry agreement with legal obligations imposed upon Geosyntec greater than those in this Agreement.

12. **PROJECT SITE RESPONSIBILITIES:** If included in the Services, Geosyntec shall visit the Project Site as needed to complete the Services. Construction observation responsibilities will occur at appropriate intervals to allow Geosyntec to become generally familiar with the progress, and quality of work the contractor’s, to determine if the work is proceeding in general accordance with the contract documents. Visits to the Project Site and observations made by Geosyntec shall not make Geosyntec responsible for, nor relieve the construction contractor(s) of the full responsibility for all construction means, methods, techniques, sequences, and procedures necessary for coordinating and completing all portions of the work under the construction contract(s) and for all safety precautions incidental thereto. Geosyntec shall incur no liability for unforeseen costs and/or claims relating to the Services that arise from Project Site conditions that differ from anticipated conditions, including without limitation for any subsurface conditions or systems and/or utility configurations.

13. **HAZARDOUS SUBSTANCES:** “Hazardous Substances” shall refer to any hazardous, toxic, or dangerous substance that cannot be introduced back into the environment under existing law without additional treatment. In the event that Geosyntec encounters unanticipated Hazardous Substances, it may suspend work for safety reasons until mutually agreeable arrangements are made, including but not limited to amendments to this Agreement. Solely upon Client’s request, Geosyntec may assist Client in identifying options for off-site treatment, storage or disposal of the Hazardous Substances. Geosyntec will not make any independent determination relating to the selection of a treatment, storage, or disposal facility nor subcontract such activities through transporters or others. Client shall sign all necessary manifests for the disposal of Hazardous Substances. In the event Parties mutually agree that Geosyntec will sign manifests, Geosyntec will only sign as agent on behalf of Client, and Geosyntec will not be a generator, transporter, or disposer of the Hazardous Substances. Client shall indemnify, defend, and hold harmless Geosyntec against any claim or loss resulting from such signing and from Geosyntec’s handling of Hazardous Substances.

14. **CONFIDENTIALITY:** Geosyntec will maintain as confidential the provisions of this Agreement and any business information that is not generally known to, and cannot be readily ascertained by others, and which a reasonable person under the circumstances would consider confidential and will not release, distribute, or publish same or Geosyntec’s test results to any third party without prior permission from Client, unless required by law, order of a court or regulatory body of competent jurisdiction. Such release will occur only after prior notice to Client.
15. INTELLECTUAL PROPERTY AND USE OF DOCUMENTS: Provided that Geosyntec has been fully paid for the Services, Client shall have a perpetual, non-transferable license and right to use the documents, maps, photographs, drawings, and specifications resulting from Geosyntec’s efforts on the Project. Except where necessary to give effect to the foregoing limited license, Geosyntec is not granting Client any license for Geosyntec’s patents, patent applications, patent disclosures, inventions and improvements (whether patentable or not), copyrights, copyrightable works (including computer programs), trade secrets, trademarks, service marks, know-how, database rights, or any other form of intellectual property created, developed, or conceived outside the performance of Services. Geosyntec shall have the right to retain copies of all such materials. Work products delivered in electronic form are subject to anomalies, errors, misinterpretation, deterioration, and unauthorized modification, or may be draft or incomplete work products, electronic documents provided by Geosyntec are furnished solely for convenience and only those professional work products in hard-copy format bearing Geosyntec’s signature or professional stamp may be relied upon by Client or other recipients approved in writing. Geosyntec may rely upon data provided by Client or other third parties without independent verification unless otherwise provided in the Service Order. If the Services include the use of a GIS database Client acknowledges that any changes to the information contained in the database will result in different results. The Client will be solely responsible for any modifications to the database made by Client.

Geosyntec is performing the Services under this Agreement solely for Client and solely with respect to the Project, and not for any other party or purpose. Geosyntec shall have no liability for the use of any Reports by any party for any purpose other than the Project. Client will indemnify, defend and hold Geosyntec harmless from any claims by third parties arising from the use of any Reports.

16. DELAYS AND FORCE MAJEURE: Geosyntec shall not be responsible for any delays resulting from actions or inactions of the Client or third parties. In the event that Geosyntec field or technical work is interrupted due to causes reasonably outside of its control, Geosyntec’s schedule for performance and compensation shall be equitably adjusted (in accordance with Geosyntec’s current Rate Schedule) for the additional labor, equipment, time, and other charges associated with maintaining its work force and equipment available during the interruption, and for such similar charges that are incurred by Geosyntec for demobilization and subsequent remobilization.

Except for the foregoing provision, neither Party shall hold the other responsible for damages or delays in performance caused by force majeure, acts of God, or other events beyond the reasonable control of the other Party. Delays within the scope of this Section which cumulatively exceed forty-five (45) days shall, at the option of either Party, make the applicable Service Order subject to termination for convenience or to renegotiation.

17. SUSPENSION/TERMINATION: If a Service Order or Geosyntec’s Services are suspended by the Client for more than thirty (30) days, upon resumption of Services the Client shall compensate Geosyntec for expenses incurred as a result of the suspension and resumption of Services and Geosyntec’s schedule and fees for the remainder of the Services shall be equitably adjusted. If the Services are suspended for more than ninety days, consecutive or in the aggregate, Geosyntec may terminate the Service Order upon giving not less than five (5) days written notice to the Client.

Either Party can terminate this Agreement for cause if the other commits a material and uncured breach of this Agreement, including untimely payment, or becomes insolvent, has a receiver appointed, or makes a general assignment for the benefit of creditors. Termination for cause shall be effective five (5) calendar days after receipt of a written notice of termination, unless a later date is specified in the notice of termination. The notice of termination for cause shall contain specific reasons for termination, and both Parties shall cooperate in good faith to cure the causes for termination stated in the notice of termination. Termination for cause shall not be effective if reasonable action to cure the breach has been taken before the effective date of the termination. Client shall pay Geosyntec upon invoice for services performed and charges incurred prior to suspension or termination, plus suspension and termination charges. Termination charges shall include, without limitation, the putting of Project documents and analyses in order and all other related charges incurred which are directly attributable to termination. In the event of termination for cause, the Parties shall have their remedies at law as to other rights and obligations between them, subject to the other terms and conditions of this Agreement.

18. ASSIGNMENT AND THIRD PARTY RIGHTS: Neither Party to this Agreement shall assign its duties and obligations hereunder without the prior written consent of the other Party. This Agreement shall not create any rights or benefits to Parties other than Client and Geosyntec.

19. VALIDITY, SEVERABILITY AND GOVERNING LAW: The provisions of this Agreement shall be enforced to the fullest extent permitted by law. If any provision of this Agreement is found to be invalid or unenforceable, the provision shall be construed and applied in a way that comes as close as possible to expressing the intention of the Parties with regard to the provisions and that saves the validity and enforceability of the provision. This Agreement shall be governed by the laws of the place of the Project Site unless expressly provided otherwise in the Service Order. In the event that any provision or portion of this Agreement is held to be unenforceable or invalid the remaining provisions or portions shall remain in full force and effect.

20. INTEGRATED WRITING: This Agreement constitutes a final and complete repository of the agreements between Client
and Geosyntec. It supersedes all prior or contemporaneous communications, representations, or agreements, whether oral or written, relating to the subject matter of this Agreement. Modifications to the terms and conditions of this Agreement shall not be binding unless made in writing and agreed to by both Parties. Any written authorization or notice to proceed given by the Client to Geosyntec regarding Services shall be incorporated into the relevant Service Order and shall have the effect of attaching this Agreement to the authorized Services.

21. **NOTICES, SIGNATURES AND AUTHORIZED REPRESENTATIVES:** The following signatories of this Agreement are the authorized representatives of Client and Geosyntec for the execution of this Agreement. Each Service Order shall set forth the name and address of the respective authorized representatives of the Parties for the administration of that Service Order. Any information or notices required or permitted under this Agreement or any Service Order shall be deemed to have been sufficiently given if in writing and delivered to the authorized representative identified in the applicable Service Order. Notice given by mail may also be transmitted electronically at the time of mailing.

**IN WITNESS WHEREOF,** the Parties hereby consent to the use and enforceability of electronic signatures in the course of their doing business and they have caused this Agreement to be executed by their duly authorized representatives, as follows:

<table>
<thead>
<tr>
<th>North Branch Chicago River Watershed Workgroup (NBWW)</th>
<th>Geosyntec Consultants, Inc.</th>
</tr>
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<tbody>
<tr>
<td>By: ________________________________</td>
<td>By: ________________________________</td>
</tr>
<tr>
<td>Name: Brandon Janes</td>
<td>Name:</td>
</tr>
<tr>
<td>Title: NBWW President</td>
<td>Title:</td>
</tr>
<tr>
<td>Date of Signature:</td>
<td>Date of Signature:</td>
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