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CONSULTING ENGINEERS  
SITE DEVELOPMENT ENGINEERS  
LAND SURVEYORS

July 13, 2011

**VIA EMAIL**

Mr. Edward Wilmes  
Village of Orland Park  
Public Works Department  
15655 Ravinia Avenue  
Orland Park, IL 60462

Phone: (708) 403-6350  
Email: [ewilmes@orland-park.il.us](mailto:ewilmes@orland-park.il.us)

**RE: PROFESSIONAL ENGINEERING SERVICES PROPOSAL  
MAIN STREET TRIANGLE PHASE II/ORLAND PARK PLAZA  
ORLAND PARK, ILLINOIS  
SPACECO Project No.4278.05**

Dear Ed:

In response to your request, SPACECO, Inc. is pleased to provide you with this proposal for professional engineering services related to Phase 2 construction of the Main Street Triangle redevelopment in Orland Park, Illinois. The purpose of these services is to provide engineering design, construction plans and specifications for the grading and drainage aspects of the proposed development. The following describes our Understanding of the Assignment, Scope of Services and Fee.

As you know, SPACECO, Inc. has been involved with the development work on the Main Street Triangle for over 6 years and performed the engineering design of the Phase 1 Improvements and has worked closely with the Village and its Attorney on the legal case involving the Orland Park Plaza. In addition, for this project we propose to team with Christopher B. Burke Engineering for the electrical design and subcontract with Norris Design for the streetscape and landscape architecture, Testing Service Corporation for the geotechnical work, and E. Cooney Associates, Inc. for the Environmental Work. All firms have extensive experience working in the Village and with Village staff.

## **UNDERSTANDING OF THE ASSIGNMENT**

- Roadway extensions of Ravinia Avenue, Jefferson Avenue, and B Street through the Orland Park Plaza property to connect 143rd Street to the Main Street Triangle Development.

### **THE WORK**

We will prepare the Final Engineering plans which will include grading, paving, utility service, and drainage aspects of the proposed infrastructure improvements itemized below:

#### *Site Preparation Work on the Orland Park Plaza Property*

- Demolition Plans
- Mass Grading Plans
- Site Restoration Plans

#### *Roadway Work*

- "B" Street from Ravinia Avenue to Jefferson Street
- Jefferson Street from 142<sup>nd</sup> Street to 143<sup>rd</sup> Street
- Ravinia Avenue from Crescent Street to 143<sup>rd</sup> Street

#### *Stormwater Management Work*

- Modification to the previously issued MWRD Permit
- By Pass Storm Sewer Design

#### *Miscellaneous Design Work*

- Streetscape and Landscape Architectural Design
- Site Electrical Design

#### *Bidding Assistance*

- Prepare Bid Documents
- Bidding Coordination
- Bid Review

#### *Construction Phase*

- Construction Layout
- Grade Verification

SPACECO, Inc. and the project team is also available to perform construction observation and administration which scope can be agreed upon later.

## **PROVIDED BY OTHERS**

- Boundary/ALTA Survey (Gremley & Biederman)
- Topographic Survey (Gremley & Biederman)
- Building Restoration Plans and Architectural Consultation (If Required)
- Permitting (Except As Noted)
- Environmental Assessments, Mitigation, Or Clean-Up

## **SCOPE OF BASIC SERVICES**

### **SITE PREPARATION WORK**

**TASK 1.0 – GEOTECHNICAL INVESTIGATION REPORT:** SPACECO, Inc. will subcontract with Testing Service Corporation to provide up to eight (8) soil borings within the limits of the future rights of ways. These borings will extend to a depth of ten (10) feet. Their work shall be performed in accordance with their proposal dated July 11, 2011.

**TASK 2.0 – ENVIRONMENTAL SITE WORK:** SPACECO, Inc. will subcontract with E. Cooney Associates, Inc. to provide Environmental consultation in accordance with their proposal dated July 13, 2011.

**TASK 3.0 – DEMOLITION PLANS:** We will prepare plans showing the limits of demolition for the existing buildings and utilities. The plan will utilize the existing topographic survey in identifying features that shall be demolished and/or removed. We will work with the Village's selected site contractor to modify the plan as required to locate additional features that shall be demolished and/or removed.

**TASK 4.0 – MASS-GRADING PLAN:** This task will consist of the preparation of a mass-grading plan for the site. The grading plan will show existing topographic contours, proposed roadway and block elevations, representative proposed subgrade spot elevations in the anticipated parking areas, and subgrade centerline elevations for the proposed roads. We will provide a letter report with earthwork calculations and grading assumptions that quantifies the amount of fill that is required to raise the site.

**TASK 5.0 – SITE RESTORATION PLANS:** We will prepare plans showing how the area east of the Jefferson Avenue right of way shall be temporarily restored during the initial phases of the work. This includes restoration to utilities that service the building area that shall remain and the parking areas that will be utilized by the building.

## **ROADWAY WORK**

**TASK 6.0 - FINAL ENGINEERING OF ROADWAYS ("B" STREET FROM RAVINIA AVENUE TO JEFFERSON STREET, JEFFERSON STREET FROM 142<sup>ND</sup> STREET TO 143<sup>RD</sup> STREET, RAVINIA AVENUE FROM CRESCENT STREET TO 143<sup>RD</sup> STREET:** This task will consist of the preparation of the design documents for submittal to the municipality and permit applications to the regulatory agencies that govern the work.

**Preparation of Plan Drawings:** The plan drawings will include the final design drawings, technical specifications, and other documentation for the final design of on-site engineering improvements. The plans will be in English units of measurement. This work will include; plan notes, typical sections, alignment & ties, plan & profile sheets, cross-sections, geometric plan, water distribution, water service, sanitary sewers, sanitary sewer service, storm sewers, paving for roadways/parking areas, grading, erosion control, details, pavement marking/signing, and earthwork calculations. Our design of underground utilities will be up to five feet from the outside of the building wall for service connections.

Construction specifications will be shown on the drawings for storm sewer, sanitary sewer, watermain, pavement, and grading. We will reference the "Standard Specifications for Road and Bridge Construction" adopted January 1, 2007 by the Illinois Department of Transportation, and the latest edition of the "Standard Specifications for Water and Sewer Main Construction in Illinois". SPACECO, Inc.'s preparation of the specifications shall not be construed to relieve the Contractor in any way from his sole responsibility for the quality and workmanship of the work and for strict compliance with the permitted plans and specifications.

We will coordinate with the gas, phone, and electric companies to determine what facilities they anticipate bringing into the site and include their design plans into the roadway improvement plans.

**Permit Applications:** We will prepare permit applications for water and sewer for submittal to the appropriate authorities. We will submit an initial application to the Illinois Environmental Protection Agency for a Notice of Intent (NOI) for mass-grading purposes. Permit application fees are not included in our fee. This does not warrant that such approval shall be obtained.

## **STORMWATER MANAGEMENT DESIGN**

**TASK 7.0 - MWRD PERMITTING:** This task will consist of preparing the application for submittal to the MWRD for modification of the previously issued permit relating to the required detention volume for the site. Permit application fees are not included in our fee. This does not warrant that such approval shall be obtained. During the permit review process, follow-up information, re-submittals, and additional documentation are anticipated to be required.

**TASK 8.0 - BYPASS STORM SEWER DESIGN:** The plan drawings will include the final design drawings, technical specifications, and other documentation for the final design of the 48" bypass storm sewer from 143<sup>rd</sup> Street to Crescent Street.

## **MISCELLANEOUS DESIGN WORK**

**TASK 9.0 – STREET LIGHTING/ELECTRICAL DESIGN:** We will prepare roadway lighting and electrical plans for Ravinia Ave, Jefferson Street and "B" Street. The lighting and electrical plans will be submitted to the necessary reviewing agencies for approval. Based upon information known to date, we are proposing the following Tasks for the lighting and electrical design:

**Task 9.1 – Data Collection and Initial Project Coordination:** We will meet with the appropriate personnel at the Village of Orland Park, local reviewing agencies and representatives from the utility companies to determine the minimum lighting requirements, source of electrical service, preferred lighting unit types and control equipment for the proposed improvement. We will visit the site to verify the existing lighting/electrical conditions. One meeting and one site visit are scheduled under this task.

**Task 9.2 – Photometric Submittal:** Based on the information collected in Task 9.1, lighting analysis will be performed to determine pole layout in accordance with Local Ordinances and American National Standards Institute – Illuminating Engineering Society of North America (ANSI-IESNA) RP-8-00 Roadway Lighting Recommendations, and/or the Owner's requirements. The preliminary plans along with the supporting design calculations, photometric analysis and proposed design criteria will be submitted to the Village for review and approval. We assume all of the work under this task will be required by the Village for their approval of the lighting design.

**Task 9.3 – Plan Drawing Preparation:** Upon approval from the reviewing authorities, we will prepare proposed roadway lighting and detail plans. The plans drawings will include locations of the lighting units, locations and sizes of electric cable and raceways, power source location, controller and electrical hand holes. Detail sheet(s) of the lighting and electrical equipment including concrete

foundation detail and electrical controls will be prepared to accompany the plan drawings. It is assumed there will be 120 volt receptacles mounted to proposed roadway light poles, and at every tree grate. Electrical provisions will be provided for irrigation pump connections. It is anticipated that additional lighting controller(s) will be required as the controllers designed in Phase I do not have sufficient capacity (due to location and size) to service the anticipated loads for Phase II.

Task 9.4 – Summary of Quantities and Cost Estimate: An opinion of probable construction cost will be prepared along with a listing of the summary of quantities for the roadway lighting work.

TASK 10.0 – STREETSCAPE AND LANDSCAPE ARCHITECTURE: SPACECO, Inc. will subcontract with Norris Design to provide Streetscape, Landscape Architectural, and Irrigation design work. The Streetscape principles and design concepts utilized with the first phase of the Main Street Triangle development will be used on Ravinia Avenue, Jefferson Avenue, and B Street. Their work shall be performed in accordance with their proposal dated May 25, 2011.

TASK 11.0 – SUBCONTRACTOR COORDINATION: We will coordinate the design work of professionals performing subcontract design work on this project; this includes Norris Design, Testing Service Corporation, and E. Cooney Associates, Inc.. Our fee to perform this coordination will be 10% of their cost to us.

### **BIDDING ASSISTANCE**

TASK 12.0- BID DOCUMENT PREPARATION: We will prepare bid documents in accordance with the standards provided by the Village. The documents will include a summary of the work and quantity sheets.

TASK 13.0 - BIDDING ASSISTANCE: We will coordinate the bidding process with the contractors and provide assistance to them and address RFI's during the bid process. We will schedule and attend a pre-bid and bid opening meeting. We will summarize the bids and provide a bid comparison spreadsheet. We will provide a bid award recommendation letter. SPACECO, Inc. is not responsible for contractor negotiations or awarding contracts.

## **CONSTRUCTION PHASE**

**TASK 14.0 –CONSTRUCTION STAKING AND GRADE VERIFICATION:** We will provide surveying services to provide vertical and horizontal baseline control for the selected contractor. Right of way and property corners will be staked on the field. It is assumed this staking will be utilized by the contractor to establish control for their work and that they will be responsible to provide their own construction layout for a majority of the improvements.

As requested we will provide surveying services to verify existing and proposed grades. This work will be performed as requested by the Village during the construction process.

## **ALL PHASES OF WORK**

**TASK 15.0 - CONSULTATIONS:** As requested we will attend meetings with the Client, municipal staff, utility companies and other members of the project team. We will also attend meetings for public hearings, Zoning Board of Appeals, Plan Commission or Village Board meetings as required. Since the number of these meetings is difficult to quantify, this task is proposed to be billed on a time and materials basis. We have budgeted attending 2 public meetings and 9 client meetings.

## **SUPPLEMENTAL SERVICES**

Normal and customary engineering and surveying services do not include service in respect to the following categories of work which are usually referred to as Supplemental Services. If Client shall so advise SPACECO, Inc. and we shall perform or obtain from others such services, SPACECO, Inc. will be paid on an hourly basis or based on subsequent proposal/contract agreements, at the option of Client. Additional Supplemental Services for the project includes, but is not limited to the following:

- Services due to major changes in the general scope of the project.
- Revising studies, reports, and design documents which the Client, the municipality, and/or other governmental agencies have previously approved.
- Providing Engineering Design and Construction Services for:
  - Unusual or unanticipated improvements.
  - Additional off-site improvements requested by the Client or governmental agencies.
  - Improvements necessary to the project development beyond those being included under Basic Services herein.
  - Lift stations.
  - Structural Engineering.
  - NPDES/Erosion Control Report.
  - Traffic impact studies.
- Providing construction observation in support of the engineering plans. Visiting the site for preparing punchlists, or for comparing the Contractor's invoices against the approved final design plans and the Engineer's quantity take-offs.
- Giving testimony as an expert witness for the Client in litigation or other court proceedings involving this project.
- Environmental assessments.
- Preparation of any plats (ALTA Surveys, etc.) or documents not explicitly identified under Basic Services.
- Record drawings.



## FEES

	<u>Amount</u>
<b><u>Site Preparation Work</u></b>	
Task 1.0 - Geotechnical Report (Testing Service Corp.)	\$3,950 Budget
Task 2.0 – Environmental Site Work (E. Cooney Associates, Inc.)	\$59,653 Budget
Task 3.0 - Demolition Plans	\$3,500 Lump Sum
Task 4.0 - Mass-Grading Plans	\$3,500 Lump Sum
Task 5.0 - Site Restoration Plans	<u>\$5,000 Lump Sum</u>
<b><i>Subtotal Site Preparation Tasks</i></b>	
	<b><i>\$75,603</i></b>
<b><u>Roadway Work</u></b>	
Task 6.0 - Final Engineering of Roadways	
Ravinia Street    Final Geometry	\$2,000 Lump Sum
Final Engineering (480 L.F.)	\$19,500 Lump Sum
B Street          Final Geometry	\$1,000 Lump Sum
Final Engineering (220 L.F.)	\$6,000 Lump Sum
Jefferson Street Final Geometry	\$1,500 Lump Sum
Final Engineering (650 L.F.)	<u>\$16,250 Lump Sum</u>
<b><i>Subtotal Roadway Tasks</i></b>	
	<b><i>\$46,250</i></b>
<b><u>Stormwater Management Work</u></b>	
Task 7.0 – MWRD Permitting	\$8,500 Lump Sum
Task 8.0 – By Pass Storm Sewer Design	<u>\$5,000 Lump Sum</u>
<b><i>Subtotal Stormwater Management Tasks</i></b>	
	<b><i>\$13,500</i></b>
<b><u>Miscellaneous Design Work</u></b>	
Task 9.0 – Street Lighting/Electrical Design	
Sub-Task 9.1 – Data Collection and Initial Project Coordination	\$2,000 Lump Sum
Sub-Task 9.2 – Photometric Submittal	\$1,500 Lump Sum
Sub-Task 9.3 – Plan Drawing Preparation	\$5,500 Lump Sum
Sub-Task 9.4 – Summary of Quantities/Cost Estimate	\$1,000 Lump Sum
Task 10.0 - Streetscape and Landscape Architecture (Norris Design)	
Schematic Landscape Plans	\$2,800 Lump Sum
Design Development	\$3,200 Lump Sum
Irrigation Design	\$4,000 Lump Sum
Construction Documents and Specifications	\$9,500 Lump Sum
Task 11.0 – Subcontractor Coordination	<u>10% of Cost. Budget \$8,300</u>
<b><i>Subtotal Miscellaneous Design Tasks</i></b>	
	<b><i>\$37,800</i></b>

**Bidding Assistance**

Task 12.0 -- Bid Document Preparation

Task 13.0 -- Bidding Assistance

Tasks 12.0 and 13.0 \$8,500 Lump Sum

**Construction Phase**

Task 14.0 -- Construction Layout and Grade Verification

Hourly, Budget \$12,000

**All Phases of Work**

Task 15.0 -- Consultations

(Assumes 11 Meetings @ \$650 per Meeting)

Hourly, Budget \$7,150

Reimbursable Expenses

Cost+10%, Budget \$2,500

(We anticipate providing 20 Sets of Plans and Specifications during the Bidding Phase)

***Total Project Budget \$203,303***

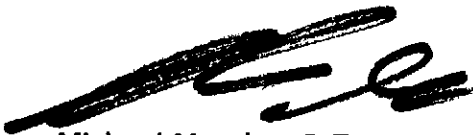
Our services will be invoiced monthly on a percent complete basis. Payments are due within thirty days after invoicing.

Work identified, as payable on an hourly basis will be billed to you at the rates specified on the enclosed Schedule of Charges for Professional Services. We will establish our contract in accordance with the enclosed General Terms and Conditions, which are expressly incorporated into and are an integral part of this contract for professional services. If you wish to discuss the terms, conditions and provisions of this agreement, I would be pleased to do so at your earliest convenience. All reproductions and delivery services will be billed to the Client on a cost plus 10% basis.

If this proposal meets with your approval, please sign both copies and return one to us for our files.

Sincerely,

SPACECO, Inc.



Michael Mondus, P.E.  
Vice President

c: R. Stawik, B. Loftus - SPACECO, Inc.  
File Copy

ACCEPTED FOR: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



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**STANDARD CHARGES FOR PROFESSIONAL SERVICES**

January 1, 2011

	<u>Hourly Rate</u>
Principal .....	\$225.00
Senior Engineer .....	\$180.00
Engineering Group Manager.....	\$155.00
Senior Project Manager .....	\$130.00
Land Development Resource Manager.....	\$130.00
Senior Design Engineer .....	\$120.00
Project Manager.....	\$115.00
Design Engineer III.....	\$115.00
Design Engineer II .....	\$100.00
Design Engineer I .....	\$ 85.00
Technician .....	\$100.00
Drafter .....	\$ 92.00
CAD Manager.....	\$110.00
Senior Professional Land Surveyor.....	\$155.00
Surveying Group Manager .....	\$125.00
Professional Land Surveyor.....	\$120.00
Survey Manager.....	\$112.00
Survey Crew .....	\$160.00
Three Man Crew .....	\$220.00
Survey Robotic Equipment Surcharge .....	\$55.00/day
Survey GPS Equipment Surcharge .....	\$100.00/day
Hydrographic Survey Boat with Equipment .....	\$550.00/day
Word Processor.....	\$82.00
Clerk.....	\$55.00
Engineering Intern .....	\$46.00
Director of IT Services.....	\$130.00

**REIMBURSABLE EXPENSES**

Fax .....	\$0.50/page
Outside copy service, messenger, overnight delivery, photos .....	Cost + 10%
Mileage .....	\$0.50/mile
Electronic Transfer .....	\$ 40.00

A surcharge of 50 percent will be added to hourly rates for expert witness testimony and depositions. SPACECO, Inc. reserves the right to increase these rates and costs by 5% after December 31, 2011.