

CLERK'S CONTRACT and AGREEMENT COVER PAGE

Legistar File ID#: 2013-0283

Innoprise Contract #: C13-0057

Year: 2013

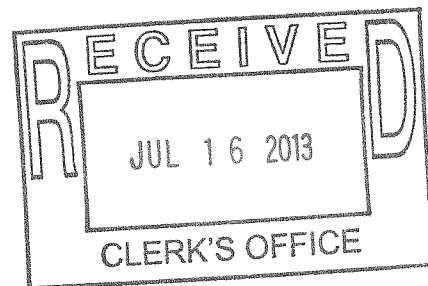
Amount: \$16,300.00

Department: PW - John Ingram

Contract Type: Engineering Services Addendum

Contractors Name: Christopher B. Burke Engineering, Ltd

Contract Description: Grasslands Detention Basin



MAYOR
Daniel J. McLaughlin
VILLAGE CLERK
John C. Mehalek
14700 S. Ravinia Ave.
Orland Park, IL 60462
(708) 403-6100
www.orland-park.il.us



TRUSTEES
Kathleen M. Fenton
Brad S. O'Halloran
James V. Dodge
Edward G. Schussler III
Patricia A. Gira
Carole Griffin Ruzich

VILLAGE HALL

July 15, 2013

Mr. Travis Parry
Christopher B. Burke Engineering, Ltd.
9575 West Higgins Rd., Suite 600
Rosemont, Illinois 60018

RE: NOTICE TO PROCEED -

- *Unincorporated Palos and Orland Townships Stormwater Evaluation*
- *Grasslands Detention Basin*
- *Stellwagen Family Farm – Multi-Use Path and Parking Lot*
- *Fernway Subdivision – Stormwater Improvements*
- *Saratoga Place Subdivision Stormwater Improvements*
- *Maycliff Subdivision Stormwater and Water Main Improvements*

Dear Travis:


This notification is to inform you that the Village of Orland Park has accepted and signed the proposals related to the projects listed above.

Please contact John Ingram at 708-403-6104 or Kurt Corrigan at 708-403-6123 regarding the work.

The Village will be processing a Purchase Order for this contract/service and it will be faxed to your company. It is imperative that this number on the Purchase Order be noted on all invoices, correspondence, etc. All invoices should be sent directly to the Accounts Payable Department at 14700 S. Ravinia Ave. Orland Park, IL 60462. Also, your final invoice for this contract/service should state that it is the final invoice pertaining to that Purchase Order.

Enclosed are copies of the fully executed proposals. If you have any questions, please call me at 708-403-6173.

Sincerely,


Denise Domalewski
Contract Administrator

cc: John Ingram
Kurt Corrigan



CHRISTOPHER B. BURKE ENGINEERING, LTD.
9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX(847) 823-0520

April 26, 2013

Village of Orland Park
Public Works Department
15655 Ravinia Avenue
Orland Park, IL 60462

Attention: Mr. John Ingram – Infrastructure Maintenance Director

Subject: Proposal for Professional Engineering Services to Manage the Grasslands Regional Flood Control Facility Project

Dear Mr. Ingram:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit this proposal to provide project management services to the Village of Orland Park (Village) for the Grasslands Regional Flood Control Facility project. This proposal includes our Understanding of the Assignment, Scope of Services and Fee.

UNDERSTANDING OF ASSIGNMENT

The Grasslands Regional Flood Control project was developed following the devastating rainfall event of July 2003 and the subsequent Orland Park Flood Risk Reduction Assessment. The project provides stormwater detention for the future development of the Anderson and Tilsy farm owned by Gallagher and Henry and reduces the risk of future flooding for the residents of the existing Grasslands Subdivision. The Village has been pursuing permits from the United States Army Corp of Engineers (USACE) and the Illinois Department of Natural Resources – Office of Water Resources (IDNR-OWR) for several years and anticipates receiving them this year; however, the IDNR-OWR permit is contingent upon the transfer of the property where the flood control facility is located from Gallagher and Henry to the Village since INDR-OWR rules prohibit the owner of a dam and the property upon where it is located to be different. The Village would like CBBEL to assist with completing the tasks necessary to get the project under construction. These tasks will include coordinating with Gallagher and Henry to obtain the necessary approvals for transfer of the land, survey of the property, preparation of all required plats and associated documents, and coordinating the design, bid, and contractor selection process.

SCOPE OF SERVICES

Based on our experience with similar projects, our Scope of Services is detailed below:

Task 1 – Gallagher and Henry Coordination: CBBEL will prepare the appropriate exhibits illustrating the area of land required for the flood control facility, as well as an easement for future maintenance access, and meet with Gallagher and Henry to discuss the land transfer. CBBEL will coordinate with Gallagher and Henry as needed to obtain their approval for the transfer of the property where the flood control facility is located to the Village.

Task 2 – Survey: Based on feedback from obtained from Gallagher and Henry during Task 1, CBBEL will verify the boundary survey for the Anderson and Tilsy Farm that has been prepared by and provided to CBBEL by others. This task will allow CBBEL to define the parcel land being deeded to the Village and prepare the appropriate documents to transfer the property.

Task 3 – Plat Preparation and Filing: Upon completion of Task 2, CBBEL will compile all the information and prepare two separate easement plats. The first easement plat will be temporary construction easement to allow access to the detention basin, stock piles and other areas needed to complete the construction and the second plat will be an access easement plat needed for future maintenance of the facility including mowing, inspections or any potential repairs.

Task 4 – Design and Permitting Coordination: CBBEL will coordinate with IDNR-OWR, USACE, and the Village as needed to complete the design and secure the permits needed to construct the project. The focus of this task will be to address IDNR's latest comments and, more specifically, deal with the disclosure of the policy requiring the Village to own the property where the flood control facility is to be located. CBBEL will coordinate with all stakeholders as needed to address IDNR's comments and concerns and secure the dam construction permit to allow the flood control facility to be completed.

FEE

The estimated costs for the tasks provided above are as follows:

TASK	DESCRIPTION	COST
1	Gallagher and Henry Coordination	\$ 3,200
2	Survey	\$ 3,900
3	Plat Preparation and Filing	\$ 3,600
4	Design and Permitting Coordination	\$ 5,600
	Total	\$ 16,300

We will bill you at the hourly rates specified on the attached Schedule of Charges and establish our contract in accordance with the previously accepted General Terms and Conditions for the Village.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE
President

THIS PROPOSAL, SCHEDULE OF CHARGES AND GENERAL TERMS & CONDITIONS ACCEPTED FOR THE VILLAGE OF ORLAND PARK:

BY:



Paul G. Grimes

TITLE:

Village Manager

DATE:

6/6/13