

Via Email

October 23, 2025

S. Khurshid Hoda, CPP
Director, Engineering Department
Village of Orland Park
14700 S. Ravinia Avenue
Orland Park, Illinois 60462

**Re: Proposal for Construction Engineering/Observation Services
Schussler Park**

Dear Khurshid,

The Village of Orland Park is interested in expanding its public services at Schussler Park to include an inclusive playground, basketball court, pavilion and concrete walk improvements. Fehr Graham understands the importance the Village places on its services to the public and is pleased to provide this proposal for the construction observation of these improvements.

SCOPE OF SERVICES

The scope of work for this project includes the following tasks:

Construction Phase Services:

- » Attend on-site pre-construction meeting with Project Manager and Resident Project Representative.
- » Perform part-time construction observation throughout the estimated 12-week construction schedule. The fee is based on 8 hours per week for 12 weeks, assuming all construction will be completed by Spring 2026, with an anticipated winter shutdown. Hours assume 2 site visits per week during construction. Should additional time be required for part-time construction observation, an additional fee will be required.
- » Resident Project Representative will attend weekly on-site progress meetings during construction activity.
- » Perform construction administration, including review of shop drawings, RFI's, and change orders.
- » Prepare a substantial completion walkthrough and develop a punch list to be completed by the contractor before final completion.
- » Total hours for Construction Phase Services includes 47 hours of Project Management and 110 hours of Resident Project Representative time. Should additional time be required, an additional fee will be required.

EXCLUSIONS

The following items are **not** included in the scope of services:

- » ALTA/ACSM Land Title or Boundary Survey.
- » Construction staking.

- » Additional Geotechnical Analysis/Soil Borings.
 - » Environmental assessments and studies.
 - » Easement creation or coordination.
 - » Pay Application review and approval.
 - » Ecological investigations.
 - » Archaeological investigations.
 - » Full-time construction observation services.
 - » Material testing.
 - » Permit fees.
 - » Redesign/rework related to unforeseen circumstances.
 - » Stormwater detention design and report (assumed not required).
 - » Off-site electrical, water, storm and sanitary improvements.
 - » As-built surveys or record drawings.
 - » Stormwater Pollution Prevention Plan Inspection
- Any of the above services can be performed at an additional cost to the project upon request.*

FEES

Based upon the preliminary information provided, our understanding of the objectives, and the scope of work above, we have prepared the fee table shown below:

Construction Phase (Time & Material, Not to Exceed)	
Part-Time Construction Observation and Project Management	\$25,000
Total	\$25,000

Any alteration or deviation from the above specifications, involving extra costs, will become an extra charge over and above the total sum mentioned in this proposal. The Client will be notified before any additional charges are incurred.

SCHEDULE

We anticipate the following project schedule:

Construction Start	October/November 2025
Final Completion	May 15, 2026

APPROVAL

Should this proposal meet your objectives, we understand that the Village will prepare contract documents for Fehr Graham to review for this scope.

We appreciate this opportunity to be of service and are looking forward to working with you on this project.

Sincerely,



Mark Decker, PLA, ASLA
Landscape Architect Project Manager



Chris DeSilva, PE
Chief Operating Officer