

Traffic/Parking Consultant – Main Street District – NW Corner of 143rd Street and LaGrange

SCOPE OF SERVICES AND FEE PROPOSAL

■
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Chicago, IL 60604
TEL (312) 726-9445

November 7, 2013

Kurt Corrigan, P.E.
Transportation and Engineering Manager
Village of Orland Park
14700 Ravinia Avenue
Orland Park, IL 60462

Re: Request for Qualifications for Traffic/Parking Consultant – Main Street District – NW Corner of 143rd Street and LaGrange

Dear Mr. Corrigan:

As requested, **Kimley-Horn and Associates, Inc.** has provided the enclosed scope of services and fee proposal. Please note that for some tasks we have provided a lump sum fee, while others will be billed hourly. As you review this, please know that we are glad to discuss or negotiate the details of the scope of services needed.

We are looking forward to working with the Village of Orland Park. Please feel free to call me at (312) 924-7415 to discuss this proposal or to ask any questions you or others at the Village may have.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Frederick Schwartz, P.E.
Project Manager

Scope of Services and Fee Proposal

Kimley-Horn and Associates, Inc. offers to provide professional engineering, planning, and parking services associated with the Main Street District at the corner of LaGrange Road and 143rd Street in Orland Park. The services will include being a part of the Village's development team which includes Village staff and Timothy Blum of HSA Commercial Real Estate.

The nature of this assignment is one of flexibility and there is uncertainty in the level of detail in some tasks. Services will vary as development proposals are received and reviewed. Accordingly, some of the tasks are proposed to be paid on an hourly basis. Others are lump sum tasks because the details of the proposed services are known. In any case, the proposed scope and related fees are offered in a manner that can be changed and negotiated as the project proceeds.

The following tasks will form the basis for proceeding with the project.

PROJECT INITIATION AND DATA VERIFICATION

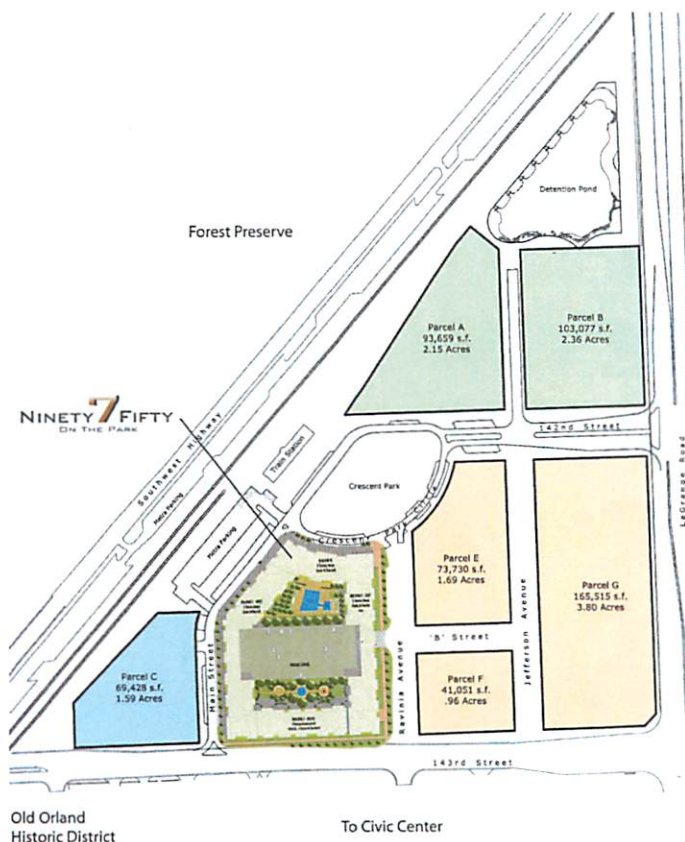
Upon notice to proceed we will prepare for and arrange a kick-off meeting with Village staff and the Village Real Estate Broker, Timothy Blum. Before the meeting we will work with Village staff to compile and review available data related to the site, including:

- Concept plans previously developed
- Previous studies that have been completed
- Parking agreements and commitments
- Site plans that have been proposed by potential tenants
- Traffic count data
- Metra ridership and parking occupancy data
- GIS shapefiles, CADD files, site plans, parcel maps
- List of possible land uses that could be developed on the site

We will compile available data and summarize it in a tabular format for future reference throughout the project. We will also identify data and information which has not been available and discuss how to obtain it.

The kick-off meeting will be a time to reintroduce team members and critical Village staff members and establish communication channels and time frames for the project.

The fee for the Project Initiation and Data Verification task will be a **lump sum of \$5,000.**



DATA COLLECTION

Data and information not readily available from the Village or other stakeholders will be collected by the project team. This could include additional traffic counts and Metra parking occupancy counts to quantify current activity on the site, especially commuter traffic.

The uncertain nature of the Data Collection task requires that it be paid on an **hourly basis**, with the specific scope of the task to be determined. Our current hourly rates are outlined in the Fee and Expenses section at the end of this document.

PARK+ BASE MODEL

The Park+ modeling application is a GIS-based parking scenario planning tool that provides a flexible analysis of different site configurations and parking layouts. Park+ incorporates nationally accepted parking generation characteristics and Urban Land Institute (ULI) shared parking methodology. Park+ will be used to evaluate various development scenarios.

The Park+ base model will be developed using the following as inputs:

- Site mapping including parcel configurations and street layout
- Potential land uses which could be developed on the site
- Preferred on-street and off-street parking locations
- Details of parking requirements for Metra and permit parking supply and location

These data will be used to create a Park+ base model into which we can load various development scenarios and make site planning decisions including size and location of adequate parking facilities to satisfy the development's parking demand. Densities of each potential use (square feet, units, seats) will be added as development scenarios are created.

The primary benefit of using Park+, rather than other ULI spreadsheet-based tools, is that Park+ also incorporates geospatial relationships to help more accurately locate parking facilities based on proximity demand. The Park+ model generates hot spot maps illustrating where on-site parking demand will be concentrated, allowing for planning of optimal facility locations. A dynamic scenario planning evaluation also is used to establish a phasing of parking investments which is concurrent with development demands.

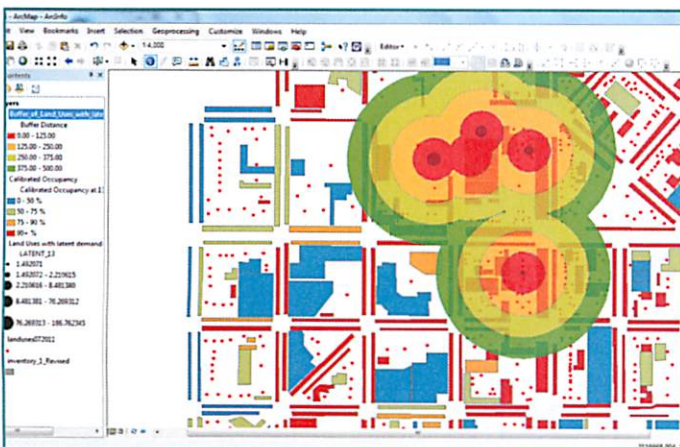
The fee for the Park+ Base Model task will be a **lump sum of \$7,500**.

TRAFFIC GENERATION MODEL

A traffic generation model will be prepared to assist in the evaluation of alternative development programs and concept plans. The model will consist of two primary components—traffic generation and traffic assignment. The traffic generation component will be based on data provided in the Institute of Transportation Engineers' (ITE) manual Trip Generation (Ninth Edition), while also factoring appropriate adjustments accounting for use of non-auto modes, shared trips internally captured from other land uses within the development, and attraction of pass-by traffic already traveling along LaGrange Road and 143rd Street. This component will allow for easy comparison among alternatives relative to the amounts of additional traffic that would be expected during the weekday AM and PM and Saturday midday peak hours.

The traffic assignment component will distribute the traffic for the various land uses (based on type, density, and location within the overall site area) through the roadway network and key study intersections. This aspect of the model will assist in reviewing alternative development scenarios and inform comparisons relative to how various alternatives contribute to additional traffic volumes at study intersections.

The fee for the Traffic Base Model task will be a **lump sum of \$2,000**.



GUIDING PRINCIPLES AND TEAM WORKSHOP

A set of guiding principles will be defined to establish a vision for the project. These principles may include some of the following:

- The Main Street District will be developed into a downtown setting.
- The streets within the District (Ravinia Avenue, 142nd Street, Crescent Park Circle, and others) will be low speed and walkable.
- The urban design of the District will be such that visitors will be encouraged to park once and visit more than one tenant by walking.
- Parking in surface lots will be fenced and screened and be small lots.
- Structured parking will be wrapped with retail-oriented uses on the ground floor with minimal vehicular interruption on the main streets.



Initially, the guiding principles will be developed by Kimley-Horn and submitted to Village staff for review. Ultimately, they will be discussed in a collaborative session during the team workshop.



After the Park+ and traffic base models have been created and the guiding principles drafted, we will convene a team workshop. This will be a four- to six-hour brainstorming meeting during which team members will

propose concept plans for the site and others will critique, comment, and make recommendations. The intent of the workshop is to agree on the guiding principles and establish certain planning level concepts that are based on those guiding principles. We will be prepared to interactively run the Park+ and traffic models during the workshop to test and compare various concept plans for parking and traffic demand as the scenarios are presented.

The fee for the Guiding Principles and Team Workshop task will be a **lump sum of \$12,000**.

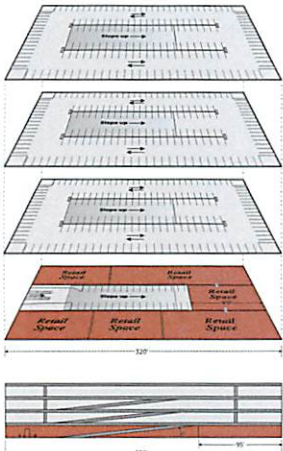
TENANT MEETINGS

As development proposals are received, various meetings can be arranged, primarily with Timothy Blum, Kimley-Horn, and potential tenants. We will attend these tenant meetings as requested by the Village and be prepared to run the Park+ and traffic base models to test the implications of the various development plans proposed by the tenants and discuss the resulting impacts. In preparation of these meetings, we will also complete any research or interim analyses as requested by the Village.

The uncertain nature of the Tenant Meetings task requires that it be paid on an **hourly basis**, with the specific scope of the task (number of meetings, number of staff, preparation and follow-up required, etc.) to be determined. Our current hourly rates are outlined in the Fee and Expenses section at the end of this document.

PLAN DEVELOPMENT

Alternative plans will be developed by Kimley-Horn that are based in the guiding principles and incorporate the results of the team workshop and tenant meetings. These alternative plans will incorporate direction from Village staff and Timothy Blum but will be primarily developed as a way to test planning alternatives and concepts that have not been considered by tenants. The alternative plans will adopt a comprehensive site-wide perspective to “think outside the box” and incorporate the best elements of other plans previously reviewed.



In conjunction with the development of the alternative plans we will develop a set of typical parking structure layout templates for use in locating parking facilities. We will investigate where on the site these parking templates can fit and how they can be incorporated into the development plan. We will consult the information from the parking demand hot spots from Park+.

Conceptual sketches will be developed for the alternative plans, and the Park+ and traffic base models will be run to determine anticipated parking and traffic demand for the site. Ultimately, once a preferred development scenario is selected, the Park+ and traffic model outputs can be referenced to perform capacity and other analyses necessary to refine recommendations and secure appropriate jurisdictional approvals.

The uncertain nature of the Plan Development task requires that it be paid on an **hourly basis**, with the specific scope of the task to be determined. Our current hourly rates are outlined in the Fee and Expenses section at the end of this document.

OTHER CONSULTANT SERVICES

We anticipate additional consultant services may be necessary to support the Village's development team as the project progresses. We envision scoping these tasks at the time of the request and providing our services on an hourly or lump sum basis, as appropriate. These may include:

- Representation at additional meetings such as Village Board of Trustees and Plan Commission
- Intersection capacity (level of service) analysis
- More detailed functional layout of parking areas (including parking structures) and recommended access
- Technical reporting of parking and traffic impacts

FEES AND EXPENSES

As summarized above, Kimley-Horn will perform some tasks on a **lump sum basis** (inclusive of expenses).

Kimley-Horn will perform other tasks as authorized by the Client on an **hourly basis** plus expenses. As presented in the proposal submitted to the Village, the hourly rates for professionals working on this project will be based on the fee schedule shown below.

Staff	Hourly Rate
Principal	\$275
Senior Professional	\$185
Professional	\$150
Analyst	\$100
Support	\$75

As to the hourly tasks, direct reimbursable expenses will be billed at 1.15 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Administrative time related to the project will be billed hourly.