

CLERK'S CONTRACT and AGREEMENT COVER PAGE

Legistar File ID#: 2022-0899

PO #: 23000384

Start date: 1/19/2023

End date: 1/15/2024

Amount: \$ 32,000.00

Contingency Amount:

Department: Public Works

Contract Type: MSA - A/E Services

Contractors Name: Valdes Engineering Company

Status of Ownership: Minority-Owned

Status of Sub: N/A

Certification: Attached ☒ Self-Certifying ☐ Did not disclose ☐

Contract Description: A/E Services - Police Department Firing Range and EOC Facility Project.

2023-0444 Exhibit B: Amendment #1 - Modify Contract Documents & Compensation to Schematic Design of PD Firing Range & EOC.

2023-0444 Exhibit B: Change Order #1 - Requesting to extend completion date from 1/15/2024 to 3/1/2024.

2023-0444 Exhibit B: Amendment #2 - Modify Contract Documents, Exhibit B: SOW & Project Schedule to Schematic Design of PD Firing Range & EOC.

2024-0042 - Exhibit B: Change Order #2 - Requesting to increase contract amount by \$43,500 for additional design services for inclusion of 2 site structures (storage garage and carport) which was not included in the original SOW.

2024-0042 Exhibit B: Amendment #3 - Modify Contract Documents, Exhibit B: SOW & Compensation.

2024-0691 Exhibit B: Change Order #3 - Request to increase contract by \$40,000 due to construction costs increasing and addition fees owed to A/E.



ORLAND PARK

REQUEST FOR CHANGE ORDER # 3

Purchase Order/ Contract #: 23001379

Change Order Request Date: 10/9/2024

Company Name: Valdes Engineering Company

Contract Title: Exhibit B - Schematic Design & Construction Documents of Police Department Firing Range & EOC Facility

NOTE: The above referenced contract is for a fixed not to exceed amount and scope of services. For any change to the contract amount or scope of services this form must be completed and signed by the contractor and approved and authorized by the Village of Orland Park **BEFORE** commencing with any work beyond the dollar amount or scope of the original, or previously amended contract/purchase order.

Item	Description	Amount
A	Original contract value (without contingency)	\$ 32,200.00
B	Total amount of previous change orders for contract (not contingency)	\$ 419,500.00
C	Total current contract amount (A + B)	\$ 451,700.00
D	Amount of this change order for contract (+ or -)	\$ 40,000.00
E	Revised contract amount (C + D)	\$ 491,700.00
F	Percent of current contract amount this change order represents (D/C)	8.86%
G	Cumulative percent of all change orders (B + D)/A	1,427.02%
H	Original contract completion date	1/15/24
I	Revised contract completion date	3/1/24
J	Total amount of contingency	\$ 0.00
K	Amount of this contingency funds request	\$ 0.00
L	Amount of previous contingency funds approved	\$ 0.00
M	Contingency funds remaining	\$ 0.00

Brief description of services provided under the contract:

Schematic Design & Construction Documents of Police Department Firing Range & EOC Facility

Reason for requested change: (if requesting approval for contingency funds, date extension by a total of 30 days or more, identify % and amount on contract)

Requesting to increase contract amount by an additional \$40,000 for due to the construction costs increasing additional necessitating additional fees owed to A/E, for a new not-to-exceed contract amount of \$459,500.00

For Village Use Only: IN ACCORDANCE WITH 720 ILCS 5/33E-9 this section shall only apply to a change order or a series of change orders which authorize or necessitate an increase or decrease in either the cost of a public contract by a total of \$10,000 or more or the time of completion by a total of 30 days or more.

As the authorized designee of the Village of Orland Park to approve a change order to this public contract, I hereby make the following written determination regarding this change order and authorize and approve the same:

- ☐ The circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed
- ☐ The change is germane to the original contract as signed
- ☐ The change order is in the best interest of the Village of Orland Park and authorized by law

This written determination and this written change order resulting from that determination shall be preserved in the contract's file which shall be open to the public for inspection.

Company Name: Valdes Engineering Company db/a Valdes Architecture & Engineering

Signature: Steve Ejnik Digitally signed by Steve Ejnik
Date: 2024.10.15 10:44:07 -05'00'

Printed Name: Steve Ejnik

Title: Vice President-Buildings

Date: October 15, 2024

Village of Orland Park

Signature: Jim Culotta

Printed Name: George Koozwarra Jim Culotta

Title: Village Manager Interim Village Manager

Date: 10-23-24

EXHIBIT B

Revised: October 9, 2024

Police Department Firing Range and EOC Facility, and Impound Lot Project Scope of Work

The Selected Firm will provide Schematic Design (SD) Documents, Construction Design (CD) Documents and Specifications for the **Police Department Firing Range and EOC Facility, and Impound Lot Project**. This project is anticipated to be completed in one (1) phase with an estimated initial construction start date of Spring 2024. It should be noted that the Village is exploring options for construction oversight, including Construction Management. A decision on Construction Management will occur prior to the completion of the Schematic Design noted below. The Village may negotiate a separate Construction Administration percentage in Fall 2023 with the Selected Firm. At this time, the Village has a target cost of \$8,000,000. One of the goals of schematic design is refine the cost estimates for more accurate budgetary costs and ideas to reduce the cost.

The Selected Firm's schematic design documents shall be completed and submitted to the Village by **June 1, 2023**. The Village may bid the construction of this project in March 2024. As such, CD Documents and Specifications must be completed by **March 1, 2024**.

As such, the Village is requesting firms provide the bidding fee as follows:

1. A lump sum fee to complete SD Documents
2. A not-to-exceed fee to complete CD Documents and Specifications.

Schematic Design Documents will include:

1. Site Plan, Floor Plan, Rendered Elevations, Storm Water Investigations, Preparatory Documents (including a full list of anticipated permit requirements), Generator and Fuel Tank Sizing, and the identification of any potential grant opportunities for this project. Topographic site surveying and Geotechnical investigations will be reimbursable expenses and should be included in the Schematic Design cost. A budgetary cost estimate based on the Schematic Plan should also be included. The Selected Firm may be asked to present project plans and projected budget to the Village Board or other Village Administrators.

Construction Design Documents and Specifications will at minimum include:

1. Requirement set forth in the Village's Land Development Code and/or any other applicable code requirements;
2. Meet storm shelter requirement for an Emergency Operations Center per ICC 500, including peer review;
3. Create drawings/specifications for the full project scope of work into a single Construction Document bid set, (including life safety, low voltage, AV, Communication and Backup power-generator);
4. If a Construction Manager is approved, provide drawings and specifications to allow them to estimate the project. Also, invite the Construction Manager to key design meetings that could help meet project cost goals.

Construction Administration Services will be better defined based on the Construction Manager decision. If the Village does not utilize a Construction Manager, the following would be the requirements for Construction Administration Services:

1. Participate in (1) Pre-Bid meeting and assist with responding to follow up questions;
2. Participate in (1) Pre-Construction Meeting prior to start of construction;
3. Act as Village's representative during the Construction Phase, advising and consulting accordingly;
4. Review the Contractor's Project Schedule, Submittal Schedule and Equipment Matrix and list of proposed subcontractors;
5. Assist the Village with project phasing/scheduling/milestone schedule for full project scope of work;
6. Perform site visits during construction to verify quality and progress of work;
7. Notify Owner and Contractor in writing of any work not in conformity with the Construction Documents;

8. Monitor the Contractor's schedule for the construction phase work;
9. Review of shop drawings and submittals for conformance with Construction Documents;
10. Review and respond to contractor RFIs and change order requests;
11. Review change orders of contractors;
12. Prepare, assemble and distribute project punch list(s);
13. Determine the Dates of Substantial Completion and Final work observation;
14. Review Contractor's guarantees and warranties;
15. Review Contractor's record drawings, O&M instructions, and all other close-out documentation;
16. Review as-built documents for completeness at Substantial Completion and Final Completion.

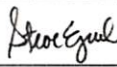
Additional Scope of Work for Outbuildings

- Incorporation into the civil design including impact to stormwater calculations, paving plan, grading plan, and landscaping plan.
- Architectural design and detailing.
- Structural design and detailing (roof framing and foundation plans).
- Mechanical / plumbing design and detailing (roof drainage and unit heaters in the storage garage).
- Electrical design and detailing (power and lighting).

- A lump sum fee to complete SD documents \$32,200 (incl. survey & geotech)
- ~~A not-to-exceed fee to complete the CD Documents and Specifications~~ ~~\$ 376,000.00~~
- ~~A not to exceed fee to complete the CD Documents and Specifications~~ ~~\$419,500.00~~
- A not-to-exceed fee to complete the CD Documents and Specifications \$459,500.00 SFE

AUTHORIZATION & SIGNATURE

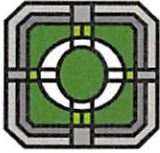
Name of Authorized Signee: Steve Ejnik Title: Vice President-Facilities

Signature of Authorized Signee  Date: January 25, 2024

Approved and Accepted by:
Village of Orland Park


Jim Culotta, Interim Village Manager

Date: 10-23-24



VILLAGE OF ORLAND PARK

14700 S. Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org

Master

File Number: 2024-0691

File ID: 2024-0691

Type: MOTION

Status: PASSED

Version: 0

Reference:

Controlling Body: Board of Trustees

File Created Date : 09/09/2024

Agenda Entry: A/E Services - Police Department Firing Range &
EOC Facility - Change Order #3

Final Action: 09/16/2024

Title: A/E Services - Police Department Firing Range & EOC Facility - Change Order #3

Notes:

Sponsors:

Res/Ord Date:

Attachments: Request - Firing Range Additional Fee, Negotiation
Fee Summary with Valdes Aug 30, CO #3 - PD Firing
Range EOC, ADDENDUM 4 - PD Firing Range
EOC

Res/Ord Number:

Drafter:

Hearing Date:

Department
Contact:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
0	Public Works Department	09/09/2024	INTRODUCED TO BOARD	Board of Trustees			
0	Board of Trustees	09/16/2024	APPROVED				Pass

Text of Legislative File 2024-0691

PER KTJ...scrivenors error was made in the amount approved. Item update with correct numbers.

..Title

A/E Services - Police Department Firing Range & EOC Facility - Change Order #3

History

The construction documents for the Police Department Firing Range and EOC Facility Project were approved and subsequently amended (see 2023-0444 and 2024-0042). Public Works increased the fee in Change Order #2 for design services for two (2) site structures (storage garage and carport) that were not included in the original scope of work. Valdes submitted an additional fee request of \$66,516.00 due to their design fee was a percentage of 4.7% of final awarded construction cost that was more than originally estimated at \$8,925,531.00 (\$8,000,000 + \$925,531 of change order #2).

During the design, further items had to be included that increased the cost of the project to include withstanding high wind projectiles for critical HVAC and generator equipment, withstanding loads on key locations of roof, and MWRD water storage on site. The services provided by A/E were included in design drawings that includes all A/E disciplines (Civil, Electrical, Structural, Mechanical, and Architectural). The Village calculated the proposed fee of 4.7% of construction cost of \$9,753,040.00 and negotiated a figure of \$40,000.00 with Valdes.

Financial Impact

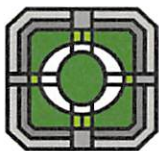
Funding in account 1008010-432500 is available for this change order. The current contract amount of \$451,700.00 would be modified to \$491,700.00*.

Recommended Action/Motion

I move to approve Change Order #3 to increase the amount of the Village's existing Police Department Firing Range & EOC Facility Project contract with Valdes Engineering to add \$40,000.00 in additional funds to the contracted amount of \$451,700.00 for a new not-to-exceed contract amount of \$491,700.00*;

AND

Authorize the Village Manager to execute all related contracts, subject to Village Attorney review.



VILLAGE OF ORLAND PARK

Meeting Minutes

Board of Trustees

14700 S. Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org

Village President Keith Pekau

Village Clerk Brian L. Gaspardo

Trustees, William R. Healy, Cynthia Nelson Katsenes, Michael R. Milani,

Sean Kampas, Brian Riordan and Joni Radaszewski

Monday, September 16, 2024

7:00 PM

Village Hall

A/E Services - Police Department Firing Range & EOC Facility - Change Order #3

I move to approve Change Order #3 to increase the amount of the Village's existing Police Department Firing Range & EOC Facility Project contract with Valdes Engineering to add \$40,000.00 in additional funds to the contracted amount of \$451,700.00 for a new not-to-exceed contract amount of \$491,700.00*;

AND

Authorize the Village Manager to execute all related contracts, subject to Village Attorney review.

This matter was APPROVED on the Consent Agenda.

Respectfully Submitted,

Brian L. Gaspardo, Village Clerk

Recording Secretary