

October 12, 2015

Mr. John J. Ingram
Infrastructure Maintenance Director
Village of Orland Park
14700 S. Ravinia Avenue
Orland Park, Illinois 60462

***Subject: Fernway Subdivision Roadway and Ditch Grading Improvements 2016 -
Design Engineering***

Dear Mr. Ingram,

Baxter & Woodman is pleased to submit this proposal to the Village to perform design engineering for roadway improvements at the following locations:

<u>Road</u>	<u>Limits</u>	<u>Length (feet)</u>
167 th Place West	88 th Avenue to Robinhood Drive	829
167 th Place East	Robinhood Drive to east end	338
Robinhood Drive	171 st Street to north of 167 th Place*	2,466

**No work will be performed within the 171st Street Right-of-Way*

Our project understanding, scope of services, and engineering fee are presented below.

Project Understanding

The Village plans to reconstruct the above roads and add an 18" wide concrete ribbon curb/shoulder to help support the pavement edges. Design engineering will consist of a field evaluation, review of geotechnical data, preparation of plans, specifications, construction cost estimate, and bid documents. Schematic drawings will be developed from aerial photography and field measurements at select locations.

Ditch grading plans, details, pay items, quantities, and specifications prepared for the Village by Christopher B. Burke Engineering, Ltd. (CBBEL) will be incorporated into the bid documents. There is floodplain and potentially wetlands associated with Midlothian Creek Western Tributary within the project limits. However, based on correspondence between CBBEL and the Village, we understand that no impacts to floodplain are anticipated and any impacts to wetlands, if present, would be negligible.

From correspondence with the Village, we understand that preparation of documentation to demonstrate compliance with MWRD Watershed Management Ordinance (WMO) requirements is not needed.

It is anticipated that construction layout will be performed by a resident project representative during the construction phase. Topographic survey and construction services are not included in this scope of work.

Scope of Services

- **FIELD EVALUATION** - Perform a field evaluation of the width of existing pavements and estimate quantities for driveway patching.
- **CLEAN CONSTRUCTION OR DEMOLITION DEBRIS (CCDD)** - The contractor will provide testing during construction to comply with Form 663. CCDD testing and completion of Form 663 is not included in this scope and the amount of potentially contaminated soils will be determined during construction.
- **UTILITIES** - Contact J.U.L.I.E. for potentially impacted utility companies. Initiate utility coordination by contacting utility companies that have facilities along the project limits and requesting utility atlas maps.
- **NPDES, SWPPP, IEPA** - Complete SWPPP and NOI and obtain NPDES permit from IEPA. Erosion Control Plan Sheets are not anticipated to be required, rather this work will be described using Notes and Standard Drawings.
- **PAVEMENT REHABILITATION EVALUATION** - The Village has obtained Pavement Core Samples and Soil Borings. This information will be evaluated to determine the most effective methods to rehabilitate each street section. Eighteen inch (18") wide concrete ribbon curbs/shoulders or barrier curb and gutter (at intersection radius returns only) will be added.
- **SPECIFICATIONS** - Prepare special provisions in accordance with Village guidelines to specify items not covered by the Standard Specifications for Road and Bridge Construction.
- **DETAILED DRAWINGS** - Complete required plan sheets necessary for bidding including: Cover, General Notes, Summary of Quantities, Typical Sections, and Construction Details.
- **INCORPORATION OF DITCH GRADING** - Coordinate with CBBEL to obtain plans, details, pay items, quantities, and specifications for ditch grading, and incorporate into bid package.
- **FINAL SCHEMATIC PLANS** - Prepare bidding documents consisting of plan view schematics (no topographic survey), Contract Proposal, Schedule of Prices, and Engineer's Estimate of Cost.

- BIDDING ASSISTANCE - Assist the Village in evaluation of bids.
- PROJECT MANAGEMENT - Plan, schedule, and control the activities that must be performed to complete the Project including budget, schedule, and scope. Coordinate with Village and project team to ensure the goals of the Project are achieved. Prepare and submit monthly invoices provide regular updates to the Village.

Engineering Fee

The Owner shall pay the Engineer for the services performed or furnished as stated above, based upon the Engineer's standard hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed **\$33,800**.

All terms and conditions of the Master Agreement dated March 17, 2015 with the Village of Orland Park shall apply.

We appreciate the opportunity to work with the Village of Orland Park on this important Project and we are available to begin work immediately upon your notice to proceed. We anticipate completing the above scope of services within three months of receiving the notice to proceed. If you find this proposal acceptable, **please sign one copy and return for our files.**

Please do not hesitate to contact Tara Orbon or Adam James if you have any questions or need additional information.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Derek J. Wold, P. E.
Vice President

Attachment

VILLAGE OF ORLAND PARK, IL

AUTHORIZED BY: _____

TITLE: _____

DATE: _____

Village of Orland Park

Fernway Subdivision Roadway and Ditch Grading

Improvements 2016 - Design Engineering

	Labor Category	Hours	Labor	Expenses	Total Compensation
Overall Project Total		294.00	33,710.00	90.00	33,800.00
01 Field Evaluation		28.00	3,200.00	40.00	3,240.00
	Sr Engineer II	4.00	560.00		
	Engr Tech III	24.00	2,640.00		
02 Pavement Rehabilitation Evaluation		24.00	2,760.00	0.00	2,760.00
	Sr Engineer II	4.00	560.00		
	Sr Engineer II	8.00	1,120.00		
	Engineer II	12.00	1,080.00		
03 Plans, Specifications and Estimate of Cost		160.00	18,170.00	30.00	18,200.00
	Sr Engineer II	16.00	2,240.00		
	Sr Engineer II	6.00	840.00		
	Sr Engineer II	36.00	5,040.00		
	Engineer II	68.00	6,120.00		
	CAD/GIS/Survey Tech IV	30.00	3,600.00		
	CAD/GIS/Survey Tech II	2.00	190.00		
	Clerical I	2.00	140.00		
04 Incorporation of Ditch Grading		64.00	7,040.00	20.00	7,060.00
	Sr Engineer II	8.00	1,120.00		
	Sr Engineer II	8.00	1,120.00		
	Engineer II	32.00	2,880.00		
	CAD/GIS/Survey Tech IV	16.00	1,920.00		
05 Bidding Assistance		6.00	860.00	0.00	860.00
	Sr Engineer III	4.00	580.00		
	Sr Engineer II	2.00	280.00		
06 Project Management		12.00	1,680.00	0.00	1,680.00
	Sr Engineer II	8.00	1,120.00		
	Sr Engineer II	4.00	560.00		