

**CLERK'S CONTRACT and AGREEMENT COVER PAGE**

**Legistar File ID#:** 2013-0731

**Innoprise Contract #:** C14-0030

**Year:** 2014-18

**Amount:** \$50,929.00 / *year*

**Department:** DS

**Contract Type:** Master Agreement for Landscape Review

**Contractors Name:** Planning Resources Inc

**Contract Description:** Landscape Reviews

MAYOR  
Daniel J. McLaughlin  
VILLAGE CLERK  
John C. Mehalek  
14700 S. Ravinia Ave.  
Orland Park, IL 60462  
(708) 403-6100  
[www.orlandpark.org](http://www.orlandpark.org)



VILLAGE HALL

TRUSTEES  
Kathleen M. Fenton  
James V. Dodge  
Edward G. Schussler III  
Patricia A. Gira  
Carole Griffin Ruzich  
Daniel T. Calandriello

November 14, 2014

Mr. Keven Graham  
Planning Resources Inc.  
402 West Liberty Drive  
Wheaton, Illinois 60187

**RE: *Addendum dated January 6, 2014***  
***Landscape Reviews Master Agreement dated February 4, 2009***

Dear Mr. Graham:

Enclosed is a copy of the addendum dated January 6, 2014 for the change to extend the term of the Landscape Reviews Master Agreement dated February 4, 2009 through December 31, 2017. Please attach this to the original contract.

If you have any questions, please call me at 708-403-6173.

Sincerely,

Denise Domalewski  
Contract Administrator

cc: Melissa King  
Loy Lee

MAYOR  
Daniel J. McLaughlin  
VILLAGE CLERK  
John C. Mehalek  
14700 S. Ravinia Avenue  
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VILLAGE HALL

TRUSTEES  
Kathleen M. Fenton  
James V. Dodge  
Edward G. Schussler III  
Patricia A. Gira  
Carole Griffin Ruzich  
Daniel T. Calandriello

October 29, 2014

Mr. Michael Tait  
Planning Resources Inc.  
402 West Liberty Drive  
Wheaton, Illinois 60187

NOTICE OF AWARD – Addendum 1 Landscape Reviews 2014-18

Dear Mr. Graham:

This notification is to inform you that on January 6, 2014 the Village of Orland Park Board of Trustees approved extending the contract for Landscape Reviews with Planning Resources, Inc. for an additional four years in an amount not to exceed Fifty Thousand Nine Hundred Twenty-Nine and No/100 (\$50,929.00) Dollars per year.

I must apologize for the delay in issuing this addendum. All work for 2014 has been approved and purchase order # 14-001378 was issued. I have backdated the effective date of the addendum to January 2014 for record keeping purposes. Please sign two (2) copies and return them both directly to me. I will obtain signatures to fully execute the addendum and one original executed addendum will be returned to you.

Please deliver this information directly to me, Denise Domalewski, Contract Administrator, at Village Hall located at 14700 S. Ravinia Ave., Orland Park, IL 60462. If you have any questions, please do not hesitate to call me at 708-403-6173 or e-mail me at [ddomalewski@orlandpark.org](mailto:ddomalewski@orlandpark.org).

Sincerely,

  
Contract Administrator

cc: Keven L. Graham  
Melissa King  
Loy Lee

**ADDENDUM 1 to  
Landscape Reviews**

**Dated**  
February 4, 2009

**Between**  
The Village of Orland Park, Illinois ("VILLAGE") and Planning Resources, Inc.  
("CONTRACTOR")

WHEREAS, on February 4, 2009, a certain Agreement regarding Landscape Reviews between the Village and the Contractor was executed (hereinafter referred to as the "Agreement"); and,

WHEREAS, the Village wishes to extend the term of the agreement through December 31, 2017.

NOW, THEREFORE, for and in consideration of the foregoing and the mutual covenants herein contained, it is agreed by and between the parties hereto as follows:

1. In the event of any conflict or inconsistency between the provisions of this Addendum and the Agreement, the provisions of this Addendum shall control.
2. **SECTION 1: THE CONTRACT DOCUMENTS** of said Agreement shall be amended to include Addendum 1
3. **SECTION 4: TERM OF THE CONTRACT** of said Agreement shall be amended to include the following:  
  
Amendment 1 shall extend the term of this CONTRACT for four (4) additional one year terms commencing January 1, 2014 unless the VILLAGE notifies the VENDOR in writing at least thirty (30) days before said anniversary date that it does not wish to renew the contract.
4. All of the other terms, covenants, representations and conditions of said Agreement not deleted or amended herein shall remain in full force and effect during the effective term of said Agreement.
5. This Addendum may be executed in two or more counterparts, each of which taken together, shall constitute one and the same instrument.

This Addendum, made and entered into effective the **6th day of January, 2014**, shall be attached to and form a part of the Agreement dated the 4<sup>th</sup> day of February, 2009 and shall take effect upon signature below by duly authorized agents of both parties.

**AGREED AND ACCEPTED**

**FOR: THE VILLAGE**

By: \_\_\_\_\_

Print Name: Paul G. Grimes  
Village Manager

Its: \_\_\_\_\_

Date: 11/11/14

**FOR: THE CONTRACTOR**

By: \_\_\_\_\_

Print Name: Kevin Graham

Its: COO/secretary

Date: 10/29/14



**Schedule of Hourly Rates  
For Professional Consulting Services**

The following rates include salary, overhead and fee. They are valid through December 31, 2014:

Managing Principal, Landscape Architecture/Site Design	135.00
Principal, Director of Landscape Architecture	135.00
Director of Environmental Studies	115.00
Senior Executive QA/QC, Park Planning	150.00
Senior Ecologist	100.00
Project Ecologist	69.00
Landscape Architect	96.00
Assistant Director of Landscape Architecture	98.00
Senior Planner	90.00
Project Designer	72.00
Administrative Assistant	59.00

**Direct Costs**

Mileage is billed at \$0.55 per mile, photocopies at \$0.10 each, color copies at \$2.00 each, and facsimile transmissions at \$1.00 per page. Hand-held GPS use is \$5.00 per day. Other direct reimbursable costs are billed without markup. All major expenses will be approved by the client prior to being incurred. Receipts and expense sheets are kept on file to verify all expenditures.



**Schedule of Hourly Rates  
Village Planner Consulting Services**

The following rates include salary, overhead and fee. They are valid through December 31, 2014.

K.L. Graham, ASLA, RLA	Managing Principal, Landscape Architecture/Site Design	\$110.00
D.E. Garrison, ASLA, RLA, CPSI	Principal, Director of Landscape Architecture	110.00
R. Porter	Senior Executive, QAQC, Park Planning	175.00
P.T. Hickey	Senior Ecologist	94.00
S. Kuykendall	Senior Ecologist	94.00
L. M. Vierow, ASLA, RLA	Senior Landscape Architect	92.00
S. M. Halberg, ASLA, RLA	Senior Consultant	95.00
K. Stonehouse, AICP	Senior Planner	90.00
R.J. Alexander	Project Designer	68.00
E.R. Brandt	Project Designer	68.00
J.A. Graham	Administrative Assistant	56.00

**Direct Costs**

Mileage is billed at \$0.55 per mile, photocopies at \$0.10 each, and facsimile transmissions at \$1.00 per page. Other direct reimbursable costs are billed without markup. All major expenses will be approved by the client prior to being incurred. Receipts and expense sheets are kept on file to verify all expenditures.