



May 14, 2021

Proposal submitted by:

BAXTER & WOODMAN
Consulting Engineers



Village of Orland Park

**RFP 82nd Avenue Multi-Use Path
from 135th Street to 151st Street
Phase I Preliminary Engineering**

May 14, 2021

Mr. Sean Marquez
Village Engineer
Village of Orland Park
14700 S. Ravinia Avenue
Orland Park, Illinois 60462

Ms. Nicole Merced
Purchasing Coordinator
Village of Orland Park
14700 S. Ravinia Avenue
Orland Park, Illinois 60462

Subject: RFP 82nd Avenue Multi-Use Path Phase I Preliminary Engineering

Dear Mr. Marquez and Ms. Merced:

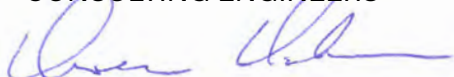
The Village needs a consultant who understands the 82nd Avenue Multi-Use Path project challenges and will assist you with completion of Phase I Engineering and find the best fit for funding to construct the project. Baxter & Woodman has completed numerous Phase I designs and funding applications for similar trail projects in Plainfield, Carpentersville, West Dundee, Schaumburg, Glenview, Skokie, and others. Our staff's ongoing work in Orland Park, combined with our experience coordinating with Cook County DOT&H and IDOT BLRS, will allow us to be the advocate you need. Our approach for your project focuses on:

- **An Experienced Team** - Our transportation engineering professionals are skilled at helping communities find cost effective, practical solutions for transportation-related projects. Your team is led by Project Manager Jay Coleman who has extensive experience completing federally funded Phase I studies. He will help Orland Park efficiently navigate through the IDOT process to keep your project moving forward while considering funding implications along the way.
- **Helping Secure Funding** - We have helped numerous clients identify and secure funding from various funding sources, including ITEP, STP, STP Shared Fund, CMAQ, Safe Routes to Schools, Rebuild Illinois, and Invest In Cook. You can rely on our local expertise and proven funding procurement experience to help Orland Park obtain funding for your multi-use path.
- **Successful Public Engagement and Outreach** - An informed public is one of the most vital keys to project success. From project websites to virtual public meetings to visualization exhibits/videos to social media updates, our team can offer a variety of tools to promote a positive public response.

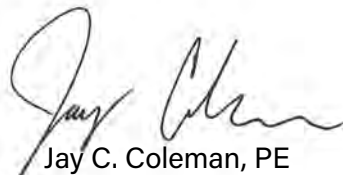
If you have questions or need additional information during your review of our submittal, please contact Project Manager Jay Coleman at (815) 444-3277 or jcoleman@baxterwoodman.com. We look forward to working with the Village to prepare a Phase I preliminary design for the 82nd Avenue Multi-Use Path.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Dennis S. Dabros, PE
Vice President/Client Services Liaison



Jay C. Coleman, PE
Project Manager

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Baxter & Woodman celebrates our 75th anniversary!

On January 19th, 1946, company founders Richard Baxter and Lorrin Woodman began a journey that ultimately led to the firm known today as Baxter & Woodman, Inc., Consulting Engineers.

Over the years, the company's service offerings have expanded. Baxter & Woodman now provides planning, design, construction and technology services for water, wastewater, stormwater and transportation facilities for municipalities, counties and state agencies and more. Environmental, geographic information systems (GIS), water and wastewater operations, and advanced technology needs complement the firm's civil engineering expertise. The company has several subsidiaries including ones focused on Natural Resources, Municipal Technology, and Design-Build project delivery.



Firm Overview

■ Company Profile

Founded in 1946, Baxter & Woodman, Inc. provides more than \$50M in consulting engineering and technology assistance annually to municipalities, state agencies, county governments, and sanitary districts throughout Wisconsin, Illinois, Florida, and Texas. Dedicated to promoting a sustainable future, our staff of more than 320 talented engineers, surveyors, technicians, and support personnel incorporates innovative techniques along with tried and true processes.

Baxter & Woodman offers planning, design, construction and technology services for water, wastewater, stormwater and transportation facilities for municipalities, counties and state agencies and more. Environmental, geographic information systems (GIS), water and wastewater operations, and advanced technology needs complement the firm's civil engineering expertise. The company has several subsidiaries including ones focused on Natural Resources, Municipal Technology, and Design-Build project delivery.

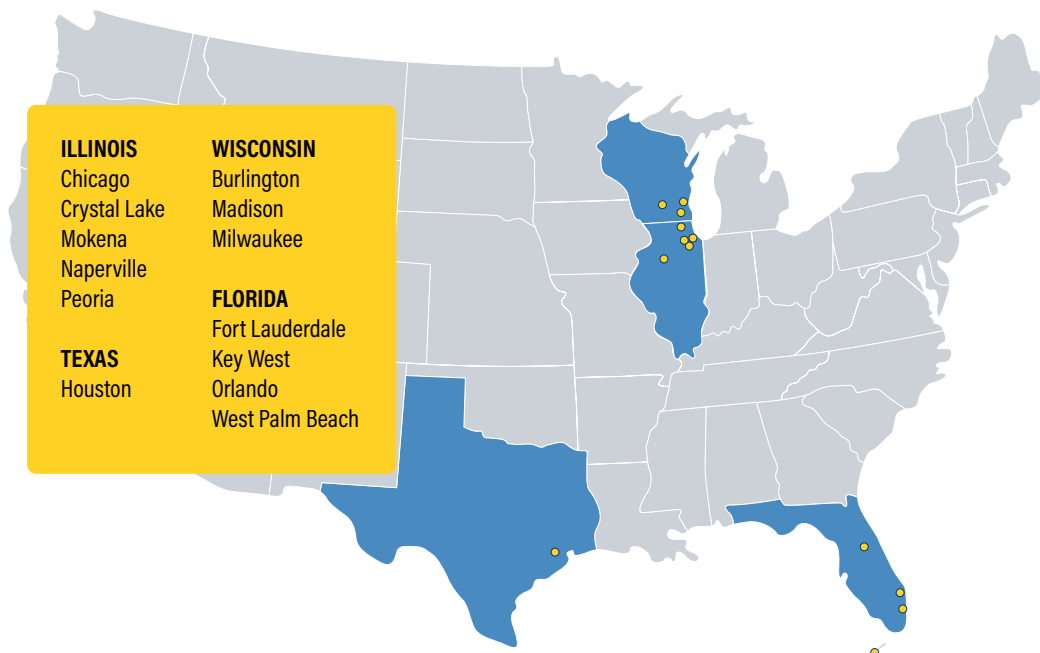
Baxter & Woodman has climbed to **#296** on the Engineering News Record list of Top Design Firms in the Country!



Dedicated to combining **sound engineering practices with emerging technologies** to provide **sustainable, innovative solutions**.

■ Responsive Project Support

Baxter & Woodman's 13 regional offices provide our clients with local presence and responsive service. Our team offers services that stretch well beyond typical engineering consulting.



Strategy for Success

The Village's Comprehensive Plan has identified a need for a multi-use path along 82nd Avenue. These improvements will provide a valuable addition to the community and help create transformative connections. Baxter & Woodman will deliver an efficiently prepared Phase I engineering design that focuses on safety, neighborhood connectivity, mobility, environmental considerations, aesthetics, and ease of maintenance. The multi-use path will provide an important link for non-motorized transportation between the existing path in the southeast corner of 82nd Avenue / 151st Street intersection and the 82nd Avenue / 135th Street intersection. The multi-use path will service residential neighborhoods, parks, schools, and commercial areas throughout the project length. The existing Orland Bikeway path located in the ComEd easement between 138th Place/Elizabeth Avenue and 140th Street/Binford Drive will connect to the proposed multi-use path providing regional access to the 82nd Avenue Corridor.

With Baxter & Woodman, the Village will receive a team with the experience necessary for project success as highlighted in the sections below.

Federal Phase I Process



Our team's familiarity with federally funded projects and Illinois Department of Transportation (IDOT) Local Roads and Streets' policies goes beyond our resumé of successful projects.

Baxter & Woodman recently served as Program Manager for the Bureau of Local Roads and Streets to review and assist IDOT in processing Phase I & II federally funded projects. Few firms will be able to offer the same first-hand experience with projects administered by IDOT, and our long-standing relationships with IDOT staff promote flexibility in document preparation and processing, and help streamline reviews and approvals.

Your Project Manager, **Jay Coleman**, has been processing Phase I and Phase II Federal Aid projects through IDOT District 1 for 20 years. Jay spent three years working at IDOT District 1 Local Roads processing hundreds of Federal Aid projects.



Baxter & Woodman staff are well equipped to navigate complex federal and IDOT policies with expert knowledge of critical design elements including:

- Cook County Department of Transportation and Highways Coordination (**Dan Schug**, PE, Lead Project Engineer)
- Pedestrian & Bicycle Facilities and Intersection Capacity Analysis (**Jonathan Miller**, PE, Project Engineer)
- PESA/PSI Reporting (**Don Palmer**, Professional Geologist)
- Permitting Agency Coordination (**Paul Siegfried**, PE, CFM, CPESC, Stormwater and Permit Engineer)
- Traffic Safety (**Jason Fluhr**, PE, Professional Traffic Operations Engineer, Project Advisor and QA/QC)

Our strength with these projects is not only completing preliminary and final engineering, but also securing funding to help move projects forward to construction. Many firms say they are experts at funding, but in the last STP call for projects in 2020, **Baxter & Woodman successfully secured funding for 18 of 25 project applications** submitted across Chicagoland. This was accomplished by not only submitting thorough applications, but by having an in-depth understanding of each Council's scoring system. Each project was positioned to maximize points in advance of the call for projects by incorporating complete streets and green infrastructure components and completing mock scorings to understand the highest scoring projects.

■ Public Involvement, Stakeholder Coordination & Visualization



Face-to-Face Meetings



Virtual Open Houses



Video Visualizations

We know that engaging the community in the planning process helps get the public on board with Village goals. This is a recommended (and in some cases a required) step in the IDOT Phase I process. Regular and proactive communication with stakeholders, businesses, and property owners will help facilitate your schedule and provide the positive momentum needed to complete the project. We can help tailor a communication strategy that meets your needs.

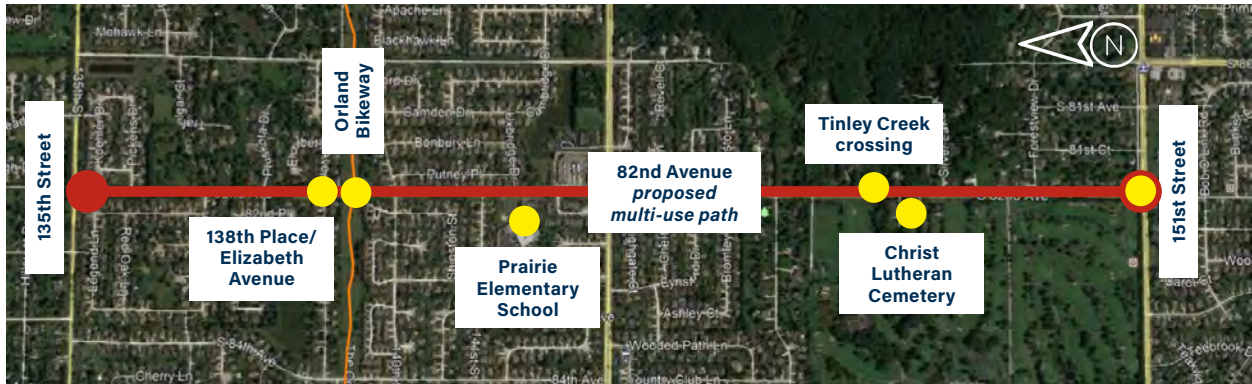
Anticipated stakeholders on this project include numerous residential & commercial properties, Village residents, regional bicycle user groups, environmental advocacy groups, Cook County Department of Transportation and Highways, and Commonwealth Edison. Coordination with Prairie Elementary School will be critical to confirm the pedestrian/bicycle connectivity meets the school's needs. Coordination with the Cook County Department of Transportation and Highways will be required for any roadway or pedestrian improvements along 82nd Avenue. Early engagement with these entities, with particular focus on the adjacent properties, will be critical to identifying design alternatives that will gain stakeholder support.

Depending on the Village's preferences, we can assist with a wide variety of public outreach services. We will work with you to create a strategy that builds public support and excitement, promotes your dedication to building a better community, and keeps your project moving forward.

■ Project Management & Communication

In addition to Public Involvement, proactive communication between the design team and the Village will be a top priority. We understand the value in keeping the Village updated on costs associated with the project as well as talking through various design alternatives and their impact on construction. We are always available to meet in person or we can provide the technology needed to facilitate virtual meetings.

Key Points



The yellow dots indicate the location of Key Points covered below

The proposed multi-use path location will be determined after considering many factors ranging from user accessibility to minimizing environmental impacts, construction cost, and addressing stakeholder concerns. We reviewed the project corridor and found the following:

- The proposed multi-use path should be located to maximize user access to parks, schools, residential areas, and commercial sites while at the same time minimizing/avoiding wetland impacts.
- The demographic of bicycle users will include students, families, and adult (regional and local) users. An off-street path will provide safety benefits to young riders near schools and provide the connectivity required to allow students to navigate the route with minimal interaction with motor vehicles.
- Potential 4f De Minimus impacts to Wedgewood Commons Park and the Commonwealth Edison easement accommodating the **Orland Bikeway** are possible, depending on which side of 82nd Avenue the proposed multi-use path is located.



Possible Section 4f De Minimus impact at the ComEd easement and 82nd Avenue

- The approximately 12' wide x 14' tall culvert under 82nd Avenue at **Tinley Creek** looks to be structurally sound and will be extended to accommodate the proposed multi-use path and will require hydraulic modeling to understand the impacts to the creek.



Existing structure under 82nd Avenue at Tinley Creek

- Tinley Creek is Zone AE Special Flood Hazard Area with mapped floodway, as shown on FEMA FIRM panel 17031C0618K. We will prepare a Hydraulic Report for the proposed culvert extension at 82nd Avenue, and submit to IDOT for issuance of a floodway construction permit.
- Impacts to the **Christ Lutheran Cemetery** should be avoided.



The 115-year old cemetery has two driveways off of 82nd Avenue

- The proposed multi-use path will tie into the existing bike path system at the signalized intersection of **82nd Avenue and 151st Street**. The intersection has an existing bike path in the southeast corner and a crosswalk across the south leg of 82nd Avenue. There are currently no pedestrian signals at the intersection. A capacity analysis will be required to determine the impact on the existing signal timing with the addition of pedestrian signals to allow bicyclists and pedestrians to cross 151st Street safely. The storage lengths of the existing turn lanes will be checked to verify they can accommodate the turning movement demand after signal timings are adjusted to accommodate the new path crossing.



Multi-use path crosswalk location across 151st Street

- Pedestrian activated crosswalk warning systems utilizing solar powered Rectangular Rapid Flashing Beacons (RRFB) should be installed at multi-use path crosswalk locations at the mid-block crossings in front of **Prairie Elementary School** and at the south leg of the **82nd Avenue and 138th Place / Elizabeth Avenue** intersection to enhance safety for path users crossing the roadway where there are no traffic control devices. RRFBs can also be installed at other locations where the multi-use path crosses without traffic control devices at the Village's discretion.



Potential Rectangular Rapid Flashing Beacon location at crosswalk in front of Prairie Elementary School

■ Project Funding Opportunities

Baxter & Woodman has assisted municipalities secure over \$240 million in funding for local capital improvement projects. Over the past few years, we have been successful in obtaining funds for local multi-use path facilities within several local communities, including Frankfort, Country Club Hills, Mokena, Oak Forest, Plainfield, and more.

Our team is well versed in funding programs for multi-use paths, including:

- Illinois Transportation Enhancement Program (ITEP)
- Chicago Metropolitan Agency for Planning (CMAP) programs for Congestion Mitigation and Air Quality Improvement (CMAQ)
- Surface Transportation Program (STP) and Southwest Conference of Mayors and the related selection methodology
- Cook County DOT&H Invest in Cook
- Safe Routes to Schools
- Illinois Department of Commerce and Economic Development (DCEO) Grants



We will help position this project to score well as you decide on pursuit of ongoing and multiple funding sources, Call(s) for Projects. Depending on recommended improvements, we can also assist the Village in investigating and obtaining other funding sources.

■ Complying with Cook County DOT&H Invest In Cook Processes

We have assisted many municipalities with Invest In Cook funding for projects at various stages of development including planning and feasibility studies, engineering design, right-of-way acquisition, and funding for construction. We have been successful in securing this funding because we understand the criteria and work with County staff regularly which helps us focus our efforts on winning project applications.

Our work with Cook County DOT&H over the last 15 years has included permitting municipal transportation projects, reviewing developments and other improvements for stormwater impacts, helping them with their first federal TIGER grant application, and BLRS projects' coordination for IDOT. The various Superintendents, including Superintendent "Sis" Killen, have all told us they appreciate consultants who can help the County work better with municipalities and other agencies.

Invest In Cook Experience

Your Baxter & Woodman team has been promoting, applying, and engineering through this program since it debuted in 2017. This funding program encourages local and regional investments that support Cook County's priorities, including the movement towards designing and building Complete Streets and connecting Cook County.

Our design experience includes the Skokie Valley Trail through Glenview, Northfield, Wilmette, and Skokie, IL and the 135th Street STP Improvements in Robbins, IL. We assisted the Villages with their successful Invest in Cook applications, for which they were awarded funds to use as their local match during construction.

We have also assisted the Villages of Park Forest, Flossmoor, La Grange, and Niles with successful Invest In Cook applications.







We know our long-term experience with the County has been consistent with the priorities set forth in Connecting Cook County and has helped them and many municipal clients expand the County's involvement in multimodal projects including transit, bicycle, pedestrian, freight and bridge projects. This comprehensive experience and knowledge of both County staff and processes will allow us to be the advocate you need to navigate the BLRS process while recognizing Invest In Cook, or other funding sources policies.

Coordinating with IDOT, Cook County DOT&H, Metropolitan Water Reclamation District & Other Permitting Agencies

With our focus on municipal and county clients, Baxter & Woodman's in house staff includes leadership in the required disciplines of work for these improvements, including roadway, drainage, infrastructure, structural, environmental, sustainability, lighting, survey, and public outreach. Our team is continuously working with permitting agencies potentially involved along this project's corridor.

We have had ongoing communication with key staff at the following agencies. Our company's general experience with some of the key agencies is highlighted below.

For this project, our knowledge of IDOT and Cook County requirements for pedestrian facilities, traffic and pedestrian signals, ADA, and work within County and IDOT right-of-way will be essential for achieving timely reviews and approvals.

	<ul style="list-style-type: none"> Seventh year of contract providing stormwater permit review services for development projects requiring review by the Highway Department and Building & Zoning Department Numerous permit projects for intersection improvements, roadway resurfacing and pedestrian facilities improvements INVEST IN COOK grant funded project experience
 <p>Illinois Department of Transportation</p>	<ul style="list-style-type: none"> Program Management contracts with the Bureau of Design for Districts 1 and 3 Bureau of Local Roads Program Management contract for processing federally and MFT funded local agency projects Numerous pedestrian/bicycle facilities, roadway reconstruction, and intersection improvement projects
	<ul style="list-style-type: none"> Frequent involvement with MWRD on municipal projects, and several funding programs, throughout the District Baxter & Woodman serves on the Watershed Management Ordinance (WMO) committee Vast experience in MWRD permitting, including for modifying drainage systems
 <p>United States Army Corps of Engineers</p>	<ul style="list-style-type: none"> Continuous coordination with the ACOE for projects, including bridge rehabilitation/reconstruction, culvert replacement, and transportation projects involving wetland impacts Regular permit coordination meetings maintain our firm's familiarity with permit procedures and responsible ACOE staff

■ **Scope of Work and Project Timeline**

Based on our familiarity with similar projects and the IDOT Phase I process, the critical path items for this project will include:

- Project initiation and coordination with IDOT Bureau of Local Roads, and prompt submittal of Environmental Clearance Requests required for the project limits.
- Alternative alignment development, adjacent property owner coordination and concurrence. Identify land acquisition needs.
- Development of Phase I Plans and Report based on the preferred alignment. Initiate project reviews and/or coordination from permitting agencies including IDOT, Cook County DOTD, MWRD, Commonwealth Edison, and others as required.

A detailed Scope of Services and Project Schedule are included on the following pages.

Scope of Work

1. EARLY COORDINATION AND DATA COLLECTION

- *Data Collection:* Obtain, review and evaluate the following information provided by the Village for use in design:
 - ◇ Utility Atlases
 - ◇ Existing Roadway and Structure Plans with Inspection Reports
 - ◇ GIS Shape files surrounding the project limits
 - ◇ Aerial Photography
 - ◇ Environmental Studies
 - ◇ Maintenance and flooding records
 - ◇ Drainage Studies
 - ◇ Geotechnical Data
 - ◇ Crash Data (5 years)
 - ◇ ROW, GIS and property data
- *Traffic Counts:* Utilize Miovision automated traffic counting technology to obtain 24-hour intersection traffic counts to establish Average Daily Traffic (ADT) at the intersection of 82nd Avenue and 151st Street. Turning movements, volumes, vehicle classification, and bike and pedestrian counts will be provided at one hour intervals.
- *Field Evaluation:* Investigate project corridor with Village Staff to determine location of proposed multi-use path within the 82nd Avenue parkway. Plot location of the multi-use path on an aerial and determine areas of critical concern such as potential roadway crossings, possible steep slopes which may require easements or retaining walls, environmental impacts, etc..

2. TOPOGRAPHIC SURVEY

- *Topographic Survey:* Perform topographic survey along the multi-use path alignment within the 82nd Avenue parkway determined from the field evaluation. Detailed topographic information will be picked up on one side of 82nd Avenue within the project limits and at 100-foot intervals including driveways and cross streets. State plane coordinates and NAVD 88 will be used for horizontal and vertical controls. Outside the anticipated right-of-way, County contours shall be utilized for approximating compensatory storage, detention, borrow excavation, and mass grading design elevations.
- *Stream Survey:* Perform stream survey per the IDOT Drainage Manual for hydraulic modeling purposes at center of channel and 100, 250, 500 and 1,000 feet upstream and downstream of the structures. The following stream crossings may be impacted by the improvements and shall be surveyed:
 - ◇ 82nd Avenue Culvert at Tinley Creek
- *Photos:* Collect photographs along the project route to assist with design drawings and exhibits.
- *Structures:* Collect drainage structure condition, inverts, size, and flow direction.
- *Terrain Model:* Download and develop digital terrain model for use in design and plan preparation.
- *Right of Way:* Field-locate existing property corners and utilize available tax parcel information to establish an approximate right-of-way. Conduct research at the County Recorder to obtain recorded documents for determining the limits of existing right of way and easements.

3. TRAFFIC ANALYSIS

- Based on traffic data collected, utilize existing peak hour traffic volumes for the intersection of 82nd Avenue and 151st Street in a capacity analysis. Complete an intersection capacity analysis (AM & PM) using Highway Capacity Software (HCS) for the existing geometric configuration of the intersection. Verify existing turn lane storage lengths are adequate.
- *Accident Analysis:* Obtain accident data from the Village, IDOT and the County and compile for review. Complete an accident diagram for the segments and intersections in the last 5 years and summarize findings. Complete an accident analysis to evaluate the frequency, severity, and recommended countermeasures.

4. ALTERNATIVES & PRELIMINARY DESIGN

- *Alternative Geometric Development:* Analyze and schematically develop alternative alignments, configurations, and geometrics to establish the preferred alternative of the proposed multi-use path location. Review critical cross sections, right-of-way, impacts, and design constraints. Compile alternatives and summarize findings of the analysis with recommendations. A maximum of two (2) alternatives will be developed further for evaluation.
- *Preferred Alternative Geometric Design:* Develop the preferred improvement plan, profile, and cross sections throughout the project. Identify design constraints including clear zone, obstructions, drainage limitations, and potential design exceptions. Include development of the following items in the preferred improvement:
 - ◊ Multi-use trail
 - ◊ Sidewalk improvements
 - ◊ Pedestrian connections, including schools
 - ◊ ADA ramp details required in Phase I
 - ◊ Maintenance of Traffic
 - ◊ Driveways and adjacent intersections
 - ◊ Drainage facilities
- *Plan and Profile:* Prepare plan and profile sheets for the horizontal and vertical alignment of the preferred alternative at 1" = 40' scale.
- *Conceptual Barrier Warrant Investigation:* Conceptually lay out the limits of required guardrail, and other roadside barrier. The limits will be used to assist with impacts to adjacent properties, floodplain fill, structure types, and cost estimating. Final barrier warrant analysis will be completed during Phase II.
- *Typical Sections:* Prepare typical sections for the existing and proposed improvements, showing dimensions for multi-use path surfaces, bases, subbases, subgrade treatments, sidewalks, ditches, backslopes, and right of way.
- *Cross Section Design:* Design multi-use path cross sections at 100-foot intervals and all cross streets, driveways and cross-path culverts.
- *Preliminary Structural Coordination:* For Federally-funded Phase I projects, the IDOT Local Bridge Unit requires a Bridge Condition Report for modification of any structure 6 feet or longer. We anticipate that a culvert extension will be needed to accommodate the new multi-use path, and we have included

BCR preparation as part of our scope. The existing structure is in good condition, so we expect simple modifications to the culvert, including an in-kind extension with minimal concrete removal.

- *Estimate of Cost and Schedule:* Develop preliminary cost estimates for the preferred improvement and anticipated schedule for construction. Include costs for Phase II design engineering, Phase III construction observation, and project construction cost estimates.

5. DRAINAGE ANALYSIS

- *Location Drainage Technical Memorandum (LDTM):* Prepare a Location Drainage Technical Memorandum and supporting exhibits for drainage improvements within Cook County ROW including an analysis of the existing drainage system, an analysis of existing outlets, an evaluation of the need for storm water detention, volume control and compensatory storage, and design of proposed drainage improvements. Identify sensitive outfalls and complete the drainage report in accordance with the 2014 ACEC/IDOT Drainage Seminar requirements and the requirements of the Cook County Stormwater Management plan within the Metropolitan Water Reclamation District (MWRD) Watershed Management Ordinance.
- *Hydraulic Reports:* Compile hydraulic survey information per IDOT Drainage Manual Sec. 2-602. Assess existing upstream and downstream flooding problems. Obtain existing FEMA FIS regulatory model. Analyze proposed upstream and downstream impacts with respect to IDNR Part 3708 Rules.
 - ◇ Complete hydraulic modeling of Tinley Creek at the 82nd Avenue culvert crossing.
 - ◇ Prepare a recommended preliminary design for the proposed culvert extension and develop transitions into the existing stream.
 - ◇ Prepare a Waterway Information Table for existing and proposed conditions.

This scope of work assumes that the existing culvert opening geometry will be maintained.

- *Compensatory Storage:* Prepare preliminary grading plans or cross sections as appropriate for compensatory storage areas for work within the floodplain. Compute compensatory storage calculations suitable for preliminary design.

6. ENVIRONMENTAL COORDINATION AND PERMITTING

- *Environmental Survey:* Prepare the Environmental Survey Request Form and related exhibits. Submit to IDOT to determine potential environmental impacts. Biological, Archeological, and Historical surveys will be performed by the State. Wetland delineation and special waste assessment will be performed by Baxter & Woodman as described below.
- *Permit Agency Early Coordination:* Initiate coordination with the following regulatory agencies to obtain preliminary design comments:
 - ◇ Metropolitan Water Reclamation District (MWRD)
 - ◇ US Army Corps of Engineers (ACOE)
 - ◇ Illinois Environmental Protection Agency (IEPA)
- *Wetlands:* Perform wetland delineation in the project corridor during the growing season; including documentation of baseline vegetation, hydrology, and soils information. Prepare a Wetland Delineation Report and Exhibits that summarize the methodology used, site description, and results of survey.

- *Wetland Impact Evaluation:* Prepare a wetland report detailing the work within a regulatory wetland, including a description of the wetlands being impacted, avoidance, minimization, and mitigation efforts. Submit to IDOT for review and approval.
- *Section 4(f) Lands:* Prepare description of Right-of-Way acquisition or easements (permanent or temporary) from publicly owned parks and recreational areas. Develop avoidance alternatives to assess feasibility. Evaluate impacts on these properties, addressing alternatives, measures to avoid, minimize, mitigate or enhance resources, and net benefits that would result from the use of Section 4(f) land. A Section 4(f) De Minimus impact is anticipated. Prepare 4(f) documentation using De Minimus format and submit to the FHWA, County and IDOT for review.

7. PRELIMINARY ENVIRONMENTAL SITE ASSESSMENT (PESA)

- *Historical Records Review:* Review and document historical data sources for the project area, including aerial photographs, topographic maps, fire insurance maps, County resources, and other readily available development data.
- *Environmental Regulatory Records Review:* A computer search of Federal, State, Tribal, and local government agency records will be performed to determine if the Site or adjacent properties are included within the selected regulatory databases. Based on the results of this query, the Site and its surrounding properties shall be evaluated for recognized environmental concerns (REC). Queries shall be performed, but not be limited to, the following regulatory databases:
 - ◊ National Priority List (NPL) of Hazardous Waste Sites;
 - ◊ Hazardous Waste Treatment, Storage, Disposal Facilities (TSDF);
 - ◊ Underground Storage Tank or Leaking Underground Storage Tank Locations (UST/LUST);
 - ◊ Sanitary Landfill and Solid Waste Sites (SL/SWS);
 - ◊ State Hazardous Waste Sites (SHWS);
 - ◊ CERCLIS sites
 - ◊ Small and Large Quantity Hazardous Waste Generators (RCRIS-SQG/LGG)
 - ◊ RCRA
- *Report Preparation:* Based on Environmental Screening results and site visit, prepare a PESA using the processes described in *A Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation Infrastructure Projects, Second Edition, January 2012.*
- Prepare a letter report summarizing the activities and results of the assessment. The report will include pertinent documentation to support the screening results of the assessment. It will also provide a summary of conclusions from the limited information collected. A Preliminary Site Investigation (PSI) will not be included within this scope of work, which will be included in Phase II Engineering.

8. MEETINGS AND PUBLIC INVOLVEMENT

- *Meetings:* The following meetings are anticipated for this project:
 - ◊ Village (4 total) (Kickoff, Alternatives, Concept, Preliminary)
 - ◊ Cook County DOT&H (2)
 - ◊ Commonwealth Edison (1)
 - ◊ IDOT (1) (Kickoff)
 - ◊ IDOT/FHWA Coordination Meetings (1)
 - ◊ Stakeholder Meetings (4 total): Review preferred path alignment with stakeholders prior to proceeding with design.
 - ◊ Public Meeting (1)

- *Public Meetings:* Prepare advertisement, exhibits, handouts, and attend Public Open House Meetings. Prepare meeting minutes to document public comments. Prepare mailings to property owners identified with land acquisition.

9. PROJECT DEVELOPMENT REPORT

- *Phase I Documentation:* Prepare a Local Project Development Report for a Federal Approved Categorical Exclusion and submit the report to IDOT-BLRS and the Federal Highway Administration for review and approval. Preliminary, Pre-final, and Final submittals are anticipated. Maintain an updated PPI form and funding application with CMAP and Southwest Conference of Mayors if necessary.

10. FUNDING APPLICATIONS

- Complete and submit (CMAQ / STP / ITEP) funding applications with the Chicago Metropolitan Agency for Planning (CMAP), including necessary exhibits and cost estimates. Assist the Village with coordination of resolutions/letters of support for inclusion in the applications. Complete and submit Invest In Cook Funding application through the Cook County DOT&H as required. The applications (over a 2-funding cycle period) will be submitted to acquire funding for Phase II design engineering, Phase III construction observation, and project construction. Coordinate with the Southwest Conference of Mayors, Illinois Department of Transportation (IDOT) District 1 Bureau of Local Roads and Streets (BLRS) and Cook County DOT&H.

11. RIGHT-OF-WAY/EASEMENT VERIFICATION

- Research and verify right-of-way and easements required for the proposed multi-use path.

12. QA/QC

- Perform in-house peer and milestone reviews by senior staff during project initiation, conceptual review, preliminary, prefinal, and final submittals. Provide ongoing reviews of permitting and utility coordination efforts.

13. MANAGE PROJECT

- 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 confirm the goals of the project are achieved. Prepare and submit monthly invoices, coordinate invoices from sub-consultants, and provide regular updates to the Village.

The following items are not included within the scope of this project, but can be provided as additional services to the contract:

- Permit Review fees
- Plats, Legal Descriptions, Appraisals, Negotiations
- Leading the task of securing an agreement from property owners and easement holders to place the multi-use path on their property the Village of Orland Park currently has no rights on.
- Soil borings / cores – to be completed during Phase II Engineering
- Preliminary Site Investigate (PSI) – typically completed during Phase II Engineering
- Additional meetings beyond those identified above
- Tree Survey
- Drain Tile Survey

- Traffic Counts and Capacity Analysis at 82nd Avenue with 143rd and 135th Streets
- Traffic Signal Warrant Studies
- Intersection Design Studies
- Geometric improvements at the intersection of 82nd Avenue and 151st Street due to changes required by the capacity analysis to the turn lane storage lengths.
- Preparation of Type, Size, and Location (TSL) drawings
- Virtual content and Newspaper Fees for Public Meeting
- Court Reporter fee for Public Hearing (if required)

Deliverables: The following is a list of anticipated final deliverables to the Village for this project:

- Electronic DGN, Geopak, Digital Photos, and GIS files used in project development including Plan, Profiles, Cross Sections, Survey, and Exhibits.
- Electronic Record of Design files including agency correspondence, Project Development Report content, Drainage Reports and Models, Environmental Reports, Estimates, Exhibits, and related electronic submittals (pdf or as appropriate). Baxter & Woodman utilizes an electronic filing system in lieu of hard copies.

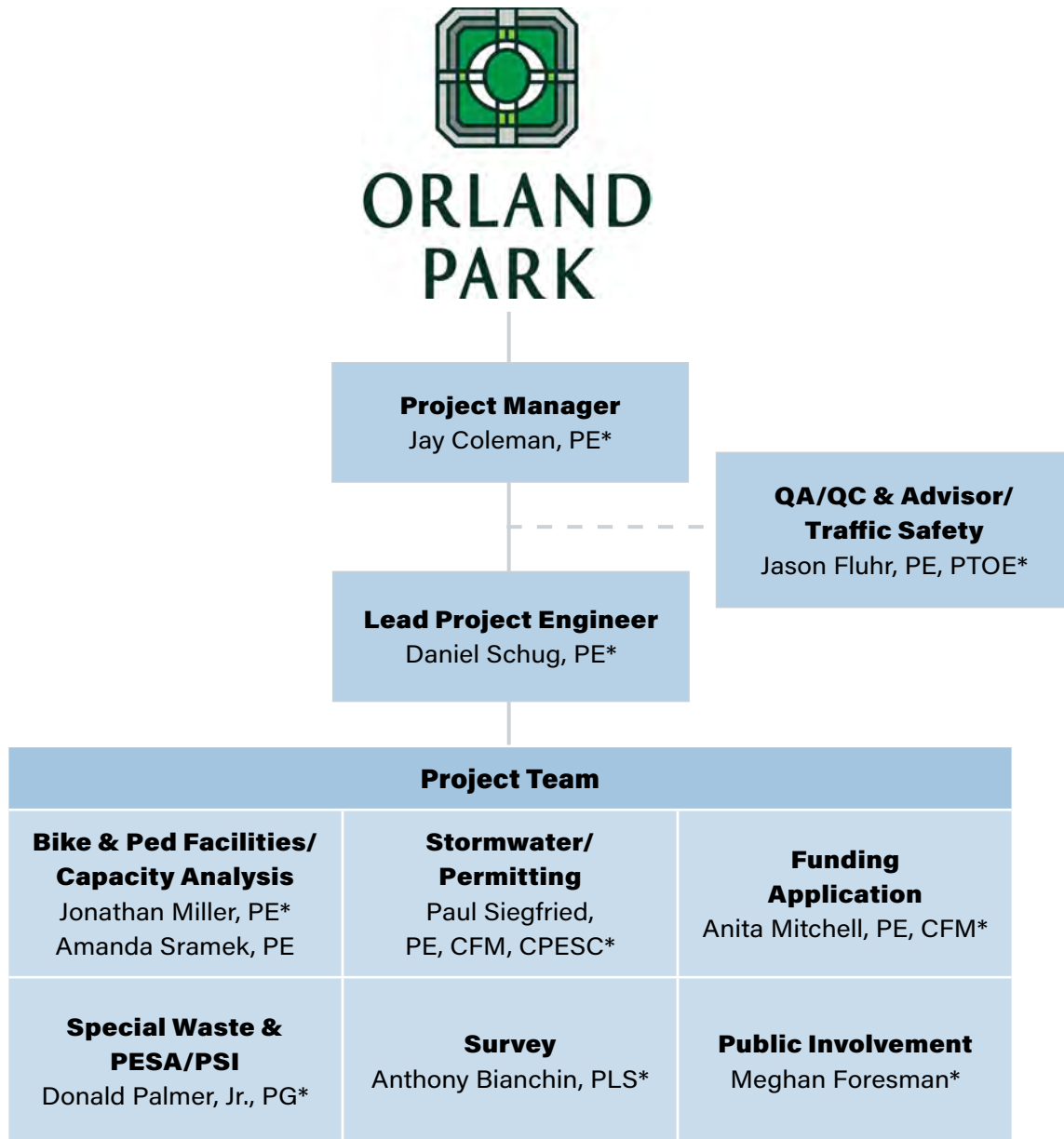
Project Schedule



Task	2021							2022							
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Phase I															
Consultant Selection & Village Kickoff Meeting		Key Date													
Data Collection & Topographic Survey		Design	Design												
IDOT Kickoff Meeting			Key Date												
Submit Env Survey Request to IDOT (9 month IDOT review time)			Submittal	Agency Review	Agency Review	Agency Review	Agency Review	Agency Review	Agency Review	Agency Review	Agency Review	Agency Review			
Evaluation of Design Alternatives / ROW Analysis				Design	Design	Design	Design								
Stakeholder Coordination					Design	Design	Design	Design	Design	Design	Design	Design			
Selection of Preferred Design					Key Date										
Drainage Analysis / PESA Documentation					Design	Design	Design								
Phase I Design/PDR Preparation					Design	Design	Design								
Submit Phase I to IDOT for review							Submittal	Agency Review	Agency Review						
Submit Applicable plans to CCDOTH							Submittal	Agency Review							
Public Open House Meeting									Key Date						
Finalize Phase I per IDOT/Public Comments									Design	Design	Design				
IDOT Approval of Phase I											Agency Review	Agency Review	Key Date		
Funding Application Submittals			ITEP					STP	INVEST IN COOK	CMAQ					

Project Team

The success of this project depends on our ability to collaborate with your staff, address your project goals, and facilitate the federal Phase I process. Our project team is ready and available to assist the Village with the 82nd Avenue Multi-Use Path project. Brief resumes for Key Personnel (*) are included for your review.





Education

B.S., Civil Engineering,
University of Illinois, Urbana-
Champaign

Joined Firm in 2015

Years of Experience: 20

Registrations

Licensed Professional Engineer:
Illinois

Jay joined Baxter & Woodman in 2015 with extensive experience in Phase I studies, Phase II design, and Phase III construction services. He has 20 years of expertise in the preparation of plans, specifications, and cost estimates, as well as the various analyses and reports required by Phase I studies, and resident engineering responsibilities.

Representative Projects

Illinois Department of Transportation, District One

Assisted the Bureau of Local Roads & Streets staff with the administration of projects using federal, state or MFT funding. Duties included coordination with the FHWA, IDOT - Springfield Office, IDOT - various bureaus of District One, Councils of Mayors, local agencies, and consultants. Also responsible for verifying that Phase I and Phase II submittals met the conditions of their funding programs and were compliant with IDOT design policies.

Plainfield, IL

127th Street Reconstruction Phase I

Project Engineer for Phase I Study, which included topographic survey, wetland delineation, initial utility coordination, special waste assessment, public meeting, BCR, PBDHR, Hydraulic Report, Local Project Development Report, and coordination with IDOT Bureau of Local Roads and Streets, IDOT Detour Committee, and FHWA. Project added 3,400 feet of shared-use path and lighting on the south side of 127th Street.

Northfield, Wilmette, Glenview, Skokie, IL

Skokie Valley Trail Multi-Use Path

Project Engineer for Phase I Engineering on behalf of the Villages of Glenview, Wilmette, Northfield, and Skokie of a 3.9 mile segment of the Skokie Valley Trail from the northern-most border of Northfield to the south side of Old Orchard Road. The 10-foot wide multi-use trail was proposed to run along a discontinued Union Pacific Railroad line corridor and ComEd right-of-way. The project consisted of preliminary design including an alternative analysis of multiple path layouts, public outreach, and coordination with regulatory agencies including IDOT and Cook County. This segment completes a gap in the regional trail network, providing an uninterrupted linear connection between Lake Bluff and Chicago.

Schaumburg, IL

Plum Grove Road STP Improvements

Project Engineer for Phase II design services for roadway lighting, roadway reconstruction, maintenance of traffic plan, three traffic signal designs, sidewalk and bike path improvements, and new storm sewer improvements.

Niles, IL

Milwaukee Avenue Streetscape Improvements

Project Engineer for Phase I and II design engineering services for streetscape corridor plan. The project includes relocating the sidewalk along Milwaukee Avenue to create streetscape opportunities to provide a safer pedestrian route.



Education

B.S., Civil Engineering
Marquette University, 2006

Joined Firm in 2006

Years of Experience: 16

Registrations

Licensed Professional Engineer:
Illinois

Presentations

Local Roads Management –
MCCOG Mayor’s Caucus
September, 2016

Modern Roundabouts – B&W
Transportation Group Training
October, 2015

Continuing Education

ITE Traffic Engineering & Safety
Conference
October, 2015

ADA/PROWAG/Pedestrian
Safety Training (Baxter &
Woodman, 2012 & 2014)

Traffic Management Expo
October, 2012

2010 Highway Capacity Manual
Workshop
February, 2011

Dan’s design and construction engineering background includes roadway modeling, cost estimating, traffic analysis, roundabouts, streetscape, intersection improvements, bike paths, roadway maintenance, and construction inspection. He has led several federally funded, MFT funded, and locally funded projects. Dan is adept at coordinating complex projects with the local agencies, Illinois Department of Transportation, and permitting agencies.

Representative Projects

Forest Preserve District of Cook County, IL Various Trail Improvements

Design and preparation of plans and specifications, permits, cost estimates, and construction supervision for seven bicycle trails throughout the District. Project components may include traffic signals and modifications; wetland mitigation and delineation; securing necessary permits (USACE, IDNR, IEPA, Cook County B&Z, others); adherence to AASHTO Guidelines; geotechnical survey; and trail design to conform to ADA. Budgeted through the District’s Capital Development monies.

Crystal Lake, IL Route 14 at Virginia Road Phase II Improvements

Project Engineer for Phase II design engineering of this federally funded project, which included pavement widening to provide new auxiliary lanes and a larger turn radius to accommodate trucks, new traffic signals, and a new entrance into the redeveloped area. The City’s bike lane plan included Virginia Road as a future bike route. The project also included revising the pavement markings on Virginia Road to include bike lanes on both sides of the road.

Grayslake, IL Lake Street Bicycle Path

Project Manager for this 1,200-foot long path, which consisted of constructing a hot-mix asphalt bicycle path on the east side of Lake Street from the existing bike path at Jamestown Court to the existing bike path at IL Route 83.

Schaumburg, IL Plum Grove Road STP Improvements

Project Manager for Phase II design services for roadway lighting, roadway reconstruction, maintenance of traffic plan, three traffic signal designs, sidewalk and bike path improvements, and new storm sewer improvements.

Round Lake, IL West Townline Road Widening

Project Engineer for the reconstruction of West Townline Road, including widening from two lanes to three lanes, curb and gutter, storm sewer, a parallel bike path, and restoration. Project funded by the State of Illinois Motor Fuel Tax Program.

Park Forest, IL Orchard Drive Phase I

Project Engineer for STP-funded resurfacing and reconstruction, traffic signal improvements at 5 intersections, addition of turn lanes, street lighting, and on-street bicycle lanes.



Education

B.S., Civil Engineering
Marquette University, 1999

Joined Firm in 1999

Years of Experience: 22

Registrations

Licensed Professional Engineer:
Illinois, Wisconsin

Certifications

Professional Traffic Operations
Engineer™, certified by the
Institute of Transportation
Engineers, 2007

Associations

American Society of Civil
Engineers
Institute of Transportation
Engineers

Presentations

*"Accessibility Guidelines for
Pedestrian Facilities in the
Public Right-of-Way"* – B&W
Transportation Group Training,
December 2014

Continuing Education

"ADA Compliance" Feb 2016
"Traffic Engineering & Safety
Conference" October 2014
"Neighborhood and Pedestrian
Safety Programs" May 2009
"School Area Traffic Control"
September 2008

Jason is a Certified Professional Traffic Operations Engineer and is a Project Manager for a variety of transportation projects. His design and construction engineering background includes roadway reconstruction, roundabouts, streetscape, intersection improvements, bike paths, traffic studies, traffic operations, and roadway maintenance.

Representative Projects

Illinois Department of Transportation

Jason performed work as a Program Manager and Lead IDOT Phase II reviewer for complex jobs processed through Local Roads. During that time, Jason reviewed and administered several Federally funded projects to ensure work was completed in accordance with Federal Aid policies and Local Roads design guidelines. He also managed and monitored the progress and schedule of Local Agency project submittals, and coordinated reviews and approvals with various IDOT Bureaus and the Central Office.

Lakewood, IL

Huntley Road, Lakewood Road, and Lake Avenue Bike Lanes

Project Manager for Phase I and Phase II design to widen the roads by four feet to provide 4.2 miles of on-street bike lanes on both sides of the road. The project included public involvement, pavement widening and resurfacing, drainage improvements, guardrail installation, wetland delineation, and coordination with the Crystal Lake Park District. Baxter & Woodman worked with the Village to secure federal STP funding for three separate bike path projects over a seven-year period.

Crystal Lake, IL

Route 14 and Virginia Road Phase II Intersection Improvements

Project Manager for this federally funded intersection capacity improvement, which involved adding auxiliary lanes at two legs of the intersection, improving truck movements by widening intersection radii, installing new traffic signals, installing a bike lane along Virginia Road, and improving drainage at the intersection.

Wood Dale, IL

Pedestrian Access TCP Improvements

Project Manager for upgrading existing pedestrian facilities at seven locations within the City limits to comply with ADA requirements, improve pedestrian visibility to the motorized travelling public, and improve access for pedestrians accessing the Metra train station. Worked with the City to identify several key pedestrian access points along Wood Dale Road and Addison Road, which would have the most significant safety impacts by upgrading signage, striping and traffic signals. Baxter & Woodman then helped the City secure Federal funding for the improvements through the DuPage Mayors and Managers Conference.

Park Forest, IL

Orchard Drive Improvements

Project Engineer for widening 2.2 miles of roadway to provide additional turn lane channelization, on-street bicycle lanes along Orchard Drive, and five signalized intersections.



Education

B.S., Civil Engineering,
University of Notre Dame,
2012

Joined Firm in 2012

Years of Experience: 9

Registrations

Licensed Professional Engineer:
Illinois

Associations

American Society of Civil
Engineers

Jonathan provides design and construction engineering assistance to senior transportation engineers. He has experience in roadway rehabilitation and reconstruction, traffic signal design, sidewalk and multi-use path design, and fieldwork including survey and data collection.

Representative Projects

Carpentersville, IL

Maple Avenue Improvements

Design Engineer for the improvements between Washington Street and L.W. Besinger Drive, approximately 6,900 feet (1.31 miles). Improvements consisted of asphalt and concrete roadway reconstruction; curb and gutter installation; sidewalk and bicycle path construction; storm sewer, water main, and sanitary sewer improvements; three-sided structure installation; detention pond construction; channelization with thermoplastic pavement markings; driveway removal and replacement; roadway lighting; and parkway restoration.

Skokie, IL

Howard Street Bike Path

Project Engineer for design phase for an ITEP-funded bicycle trail extension to connect existing on-street lanes on Howard Street west of Crawford Avenue to the North Shore Channel Trail on the east side of McCormick Boulevard. The work included widening and re-striping to accommodate bike lanes with the existing two through lanes and parking lanes in a tree-lined urban residential block, and installation of an off-street asphalt bike path in an open parkway along the fence line of an MWRD treatment plant.

Grayslake, IL

Lake Street Bicycle Path

Design Engineer for the 1,200-foot long path that consisted of constructing a hot-mix asphalt bicycle path on the east side of Lake Street from the existing bike path at Jamestown Court to the existing bike path at IL Route 83.

Lakewood, IL

Huntley Road, Lakewood Road, and Lake Avenue Bike Lanes

Project Engineer for Phase I and Phase II design to widen the roads by 4 feet to provide 4.2 miles of on-street bike lanes on both sides of the road. The project included public involvement, pavement widening and resurfacing, drainage improvements, guardrail installation, wetland delineation, and coordination with the Crystal Lake Park District. Baxter & Woodman worked with the Village to secure federal Surface Transportation Program (STP) funding for three separate bike path projects over a seven-year period, which paid for 80% of the \$3.1 million project.

Northbrook, IL

Central Business District Road Rehabilitation and Streetscape

Project Engineer for a "road diet" consisting of parking on one side of the road, shared bike lanes on each side of the road, one travel lane in each direction, and bi-directional turn lane. The project included alternative analysis and public meetings to settle on the right project scope for the Village.



Education

B.S., Civil Engineering
University of Illinois, 2006

Joined Firm in 2014

Years of Experience: 15

Certifications

Licensed Professional Engineer:
Illinois, Florida

Certified Floodplain Manager

Certified Professional in Erosion
and Sediment Control

Associations

Illinois Association for
Floodplain and Stormwater
Management

Central States Water
Environment Association,
Illinois Branch Stormwater
Committee Co-Chair

Continuing Education

IAFSM Funding Seminar, Cicero,
Illinois, February 22, 2018

Beyond the Basics Stormwater
Management Conference,
Woodridge, Illinois, Sept. 2016

ACEC Illinois IDOT 1 Drainage
Seminar, Lisle, Illinois
May 7, 2014

Paul has extensive experience in the field of water resources engineering, focused on stormwater design and floodplain management. His experience includes flood mitigation projects, Phase I and II drainage design, green infrastructure planning and design, streambank stabilization, floodplain and floodway analyses and remapping, permitting, funding applications, engineering review, and construction observation.

Representative Projects

Illinois Department of Transportation

Willow Road and Pfingsten Road, Village of Glenview, Cook County, Illinois

Lead Drainage Engineer for Phase I drainage evaluation and preliminary design for approximate 1060' of roadway improvements along Willow Road at Pfingsten Road. Alternatives were considered for configuration of bike path, sidewalk, and roadside drainage within the project R.O.W.

Plainfield, IL

127th Street STP Improvements

Assisted with Hydraulic Report Preparation for Phase I of reconstruction of 3,400 feet of 127th Street to provide a 3-lane urban roadway, a shared-use path on the south side of 127th Street, replacement of an existing culvert conveying the West Norman Drain, right-of-way acquisition, and floodplain compensatory storage. Coordination with IDOT's Bureau of Local Roads and Streets and the Federal Highway Administration was necessary to confirm STP funding eligibility.

Lake County Forest Preserve District, IL

Sedge Meadow Forest Preserve, Lake County, Illinois

Provided permitting, stormwater and floodplain analyses, and culvert sizing for approximately 0.35 miles of proposed trail alignments, parking facilities, and access road improvements.

Lake County Forest Preserve District, IL

Fox River Forest Preserve Addition, Lake County, Illinois

Provided permitting and stormwater and floodplain analyses for approximately 3.5-miles of proposed trail alignments at the Fox River Forest Preserve Site. Specific tasks included detention threshold calculations, depressional BFE determinations, compensatory storage calculations, and isolated wetland hydrology calculations to document that 80-150 wetland hydrology criteria was met.

Forest Preserve District of Will County, IL

Hammel Woods North DuPage River Trail, Joliet, Will County, Illinois

Provided inundation analysis, compensatory storage calculations, existing and with-project hydraulic analysis, and culvert crossing design for a new pedestrian trail on the 106-acre Hammel Woods North Forest Preserve property.

DeKalb, IL

Northern Illinois University Outdoor Intramural and Recreation Facility

Provided analysis of the existing stormwater system and stormwater design to accommodate several athletic fields, a walking track, bike paths, sand volleyball, restroom facilities, and parking areas to be constructed on the Main Campus.



Education

B.S. Civil Engineering,
Iowa State University, 1990

Joined Firm in 1999

Years of Experience: 30

Registrations

Licensed Professional Engineer:
Illinois

Associations

American Public Works
Association

American Society of Civil
Engineers

Modeling Software Expertise

- XPSWMM
- HY-8
- HEC-HMS
- StormCAD
- FlowMaster

Before joining Baxter & Woodman, Anita spent 6-1/2 years as an engineer in the IDOT Hydraulics Section in the Bureau of Programming. She is very familiar with IDOT policies and format and gained valuable experience reviewing the drainage aspect of traffic requests.

Anita also worked for the Bureaus of Design and Construction. Effective communications skills and a teamwork attitude have allowed her to successfully coordinate projects with utilities, municipalities, Illinois Environmental Protection Agency, the Army Corps of Engineers, as well as internal IDOT Bureaus.

Her responsibilities have included all aspects of project design, including preliminary research; IDNR, CMAP, MWRD, & USDOT Funding applications, CADD plans; drainage analysis and design; guardrail analysis and design, profile design; computer modeling for analysis, design, and quantity calculations; and details and specifications.

Representative Projects

Grant Funding Application Assistance:

Glenview, IL

- Skokie Valley Trail Phase I Engineering - Invest in Cook County
- Chestnut Avenue Bike Trail - ITEP
- East Lake Avenue & Waukegan Road Intersection Improvements - CMAQ
- Willow Road & Shermer Road Intersection - Invest in Cook
- Glenview Road Streetscape Phase II and Construction - STP Local
- Springdale Avenue Sidewalk Improvements - Safe Routes to School

Northfield, IL

- Skokie Valley Trail Phase II Engineering - CMAQ

Wilmette, IL

- Skokie Valley Trail Phase II Engineering (Local match) - Invest in Cook

Flossmoor, IL

- Central Business District Streetscape Improvements Phase I Engineering - Invest in Cook

Bike Path Design:

West Dundee, IL

Drainage Engineer for Phase II design of Huntley Road, including bike path.

Sugar Grove, IL

Design Engineer for Virgil Gilman Trail reconstruction with vertical realignment and flooding alleviation.

Plainfield, IL

Drainage Engineer for Phase I/II 127th Street reconstruction, including 3,400 feet of shared-use path.



Education

B.S., Geology, Northern Illinois University, 1995

Joined Firm in 2014

Years of Experience: 30

Certifications

Licensed Professional Geologist, Illinois (License 196.001072)

Specialized Training

OSHA 40-Hour HAZWOPER Certification

CPR Training

Emergency Response and First Aid Training (OEC)

Don is a Licensed Professional Geologist with extensive experience in engineering and environmental consulting. Expertise includes engineering and environmental engineering projects, environmental site assessments, site remediation, groundwater evaluations, and field drilling programs for public and private sector clients, mining, and construction materials producers.

His project experience includes engineering design support, environmental investigations, environmental site assessments, design, installation, operation and decommissioning of remediation systems, abandonment and removal of existing underground fuel storage tanks at public and private facilities, correspondence and coordination with regulatory agencies, site investigation planning, corrective action and remediation plans, project proposals, and project budgeting.

Experienced in the IEPA Clean Construction or Demolition Debris (CCDD) regulatory program, Don provides expertise in evaluating, managing, and disposing of construction soils excavated during public works improvement projects. He manages coordination, evaluation, assessment, and oversight for proposed construction project soils management including designing and overseeing field soils investigations, evaluation of laboratory data collected during field investigations, and preparation of IEPA LPC-662 and LPC-663 forms for soils disposal as appropriate. Don is well qualified to assist clients to meet construction soils CCDD management procedures and regulatory requirements.

Representative Projects

Illinois Department of Transportation

Phase II Project Support and Management for Various Projects/Variou Counties, District 1, PTB 194/20

Phase II Project Support and Management for Various Projects/Variou Counties, District 1, PTB 185/04

Phase II Project Support and Management for Various Projects/Variou Counties, District 1, PTB 173/020

Special Waste Assessment Coordinator for the IDOT District 1 operations in the District office. Directs, coordinates, and manages the Special Waste Assessment Program for District 1 projects, and works directly with IDOT Engineers and District staff in developing and conducting construction site soils investigations and management of regulated substances associated with all IDOT District 1 Phase I and Phase II construction projects. Responsibilities include review and interpretation of Illinois State Geological Survey; Preliminary Environmental Site Assessments (PESAs); tasking and development of IDOT-approved Preliminary Site Investigation (PSI) Work Plans; direction of statewide consultants performing PSIs on IDOT Phase I and Phase II projects; review and approval of PSI studies prepared by statewide consultants; preparation and approval of Illinois Environmental Protection Agency (IEPA) Uncontaminated Soil Certification LPC-663 forms; and preparation of IDOT-approved soils management Special Provisions; and soils management memoranda. Works directly with IDOT's Geologic and Waste Assessment Department and advises the District office on appropriate policy and procedures related to evaluation, investigation, and management of CCDD uncontaminated soils, regulated wastes, and contaminated soils encountered during IDOT District 1 Phase I and Phase II construction projects.



Education

B.S., Civil Engineering
Illinois Institute of Technology,
1993

Joined Firm in 2006

Years of Experience: 28

Registrations

Licensed Professional Land
Surveyor: Illinois, Wisconsin

Licensed Professional Surveyor
and Mapper: Florida

IDOT Certifications

IDOT Bureau of Construction
Task Training/Certifications:
P.C.C. Paving
HMA Density Testing
HMA

Certifications

Nuclear Density Gauge, Troxler
Laboratories
Concrete Field Testing
Technician, ACI

Tony has over 28 years of design and land surveying experience. His expertise includes the design of roadway reconstruction, roadway realignment, storm sewer, sanitary sewer, and water main projects. He is also proficient in the preparation of right-of-way acquisition, plat, and legal description documents. Tony teaches several surveying courses at the College of Lake County.

Representative Projects

McHenry County Conservation District, IL Oak Street to Veteran Acres Park Bike/Pedestrian Path

Project Manager for the design of one mile of 10-foot wide bike/pedestrian path.

Schaumburg IL Plum Grove Road STP Improvements

Surveyor for improvements to Plum Grove Road between Higgins Road and Golf Road, a high volume roadway that links the residential area south of Higgins with the commercial area to the north. The project is funded through the federal Surface Transportation Program. The design included roadway reconstruction, roadway lighting, culvert headwall improvements, three traffic signal designs, sidewalk and bike path improvements, and new storm sewer improvements. Provided field survey of utility structures and boundary lines. Researched title, prepared and revised highway plats, and modified legal descriptions.

Arlington Heights, IL Kensington Road Topographic Survey, Tree Survey and Drafting Services

Project Manager for survey and drafting services for the Kensington Road improvements, a project length of 6,850 lineal feet. The project consisted of obtaining data of record, performing topographic survey of pertinent features, surveying tree locations and diameters in preparation for trail routing, and generating drawings compatible with AutoCAD 2016 and Autodesk Civil 3D 2016, and in standard IDOT format.

Park Forest, IL Orchard Drive Improvements Phase I

Surveyor for the preparation of a Phase I Project Development Report for this 2.22-mile project, which consisted of widening the roadway to provide additional turn lane channelization and on-street bicycle lanes along Orchard Drive. The project included the widening and reconstruction of Orchard Drive, curb and gutter, reconstruction/improvement of existing storm sewer system, utility relocation, sidewalk removal and replacement, modification of traffic signals, channelization, and driveway removal and replacement.

McHenry County Division of Transportation, IL Walkup Road Reconstruction

Land Surveyor for improvements in two locations along the Walkup Road corridor, which included the reconstruction of Walkup Road and IL 176, installation of right turn lanes, upgrades to traffic signals at IL 176, profile corrections, addition of a center left turn lane, right turn lanes at select intersections, new installation of traffic signals at Mason Hill Road, and bicycle path with street crossing.



Education

B.A., Corporate Communication
Marquette University, 2013

Joined Firm in 2014

Years of Experience: 7

Project Websites Designed/Managed

seacrestphase3.com

sw4thstreet.com

osceolaparkproject.com

dbforcemainreplacements.com

beachmasterplanphase2.com

weilandproject.com

[wpsites.baxterwoodman.com/151st
improvements](http://wpsites.baxterwoodman.com/151stimprovements)

Meghan is often called upon by project managers to assist with public relations efforts for client projects. Her communication expertise is utilized to plan and develop materials used in public information meetings, as well as displays, presentations, mailings and online tools geared towards stakeholder and resident issues. She has designed and maintained project websites and stays current with the latest technology and online communication tools including Twitter, Facebook and blogs. Meghan is adept at tailoring a project communication program to meet the needs and budget of a client.

Representative Projects

Lake County Division of Transportation, IL Weiland Road Improvements

Public Relations Specialist for reconstructing Weiland Road from an existing two-lane asphalt pavement to a five-lane asphalt pavement including two lanes in each direction with a center turn lane through a majority of the project. Provides support for public information meetings and development and maintenance of the project website. Provides regular project updates to residents.

Orland Park, IL 151st Street Improvements

Public Relations Specialist for construction of a wider 151st Street with one lane in each direction and a striped center two-way left turn lane. A roundabout at 151st Street and West Avenue will be constructed to promote a continuous flow of traffic. Provides support for public information meetings and development and maintenance of the project website. Provides regular project updates to residents.

McHenry County Division of Transportation, IL Randall Road Corridor

Provides Public Relations support for roadway widening to provide three through lanes in each direction with up to four for the portion between Bunker Hill/Huntington Drive just up to Polaris Drive/Acorn Lane. Dual left turn lanes and separate right turn lanes will be provided at all signalized intersections. Various communication techniques are being utilized on the project, from business canvassing to the development of a project-specific website.

Round Lake, IL Hart Road Improvements

Public Relations during Phase III construction. Provided support for construction ground breaking and ribbon cutting, and maintenance of the project website. Designed public outreach materials to keep local stakeholders informed and provided construction updates through the project website and email list.

Delray Beach, Florida SW 4th Street, SW 6th Street, SW 7th Avenue, and SW 3rd Court Improvements

Public Relations Specialist for design and construction of improvements to the public roadways, alleyways, potable water, sanitary and storm sewer systems, and considerations for sidewalk and street lighting improvements to improve the area's bike and pedestrian mobility and safety. Provides support for public information meetings and development and maintenance of the project website. Provides regular project updates to residents.

Similar Projects



Services

- Phase I, II, III Engineering
- Off-Street Shared-Use Path
- Culvert Replacement
- Pedestrian Crossing with Rectangular Rapid Flashing Beacon
- Public Outreach
- Agency Coordination

Awards

APWA Project of the Year, 2018

Funding

STP

Completed

2017

Construction Cost

\$2.8M



127th Street Reconstruction & Shared-Use Path Installation

Plainfield, IL

Baxter & Woodman assisted the Village with Phase I, II, and III Engineering and Environmental Studies for the reconstruction of 127th Street. 127th Street reconstruction provided a 3-lane, urban roadway from Heggs Road to 150-feet east of the Northwest Community Park Entrance, a net length of 3,400 feet. The rural cross section carries an average daily traffic of approximately 6,000 vehicles per day. The improvements consisted of:

- Culvert replacement carrying 127th Street over the West Norman Drain. Floodplain modeling and hydraulic analysis evaluation with existing drainage issues to recommend the new opening for the structure and completion of the waterway information table;
- Right-of-Way (ROW) acquisition and floodplain compensatory storage;
- 3,400 feet of shared-use path on the south side of 127th Street including installation of rapid rectangular flashing beacons (RRFBs); and
- Approximately 3,400 of roadway lighting on the south side of 127th Street.

Coordination with IDOT's Bureau of Local Roads and Streets and the Federal Highway Administration was necessary to confirm the project met STP funding eligibility requirements.



Services

- Phase II and III Engineering
- Coordination with IDOT
- Roadway Reconstruction
- Box Culvert Replacement
- Off-Street Multi-Use Trail

Funding

STP

Completed

2015

Construction Cost

\$7.2M

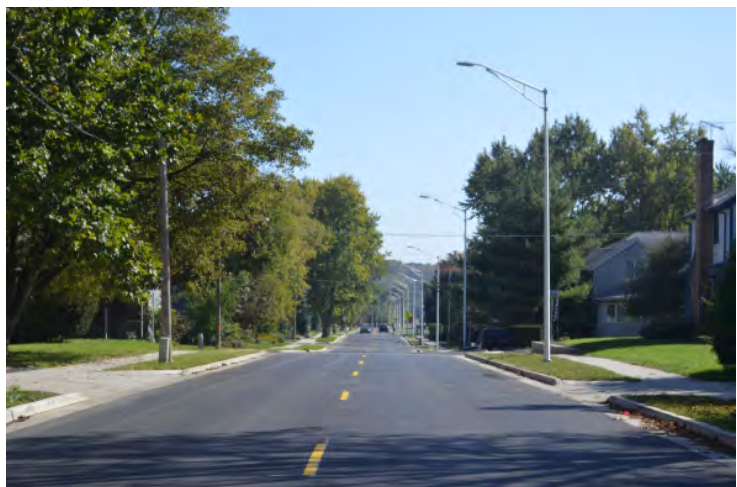


Maple Avenue Roadway Reconstruction & Multi-Use Path Installation Carpentersville, IL

Baxter & Woodman prepared the Phase II design and provided Phase III construction observation services for improvements to Maple Avenue between Washington Street and L.W. Besinger Drive, approximately 6,900 feet (1.31 miles).

The improvements consisted of:

- Reconstruction of the roadway
- Installation of combination curb and gutter
- Sidewalk removal and replacement in the Old Town area
- Creation of a 10-foot wide multi-use recreational path
- Complete storm sewer system installation
- Installation of 5,400 feet of 16-inch water main (3,400 feet directionally drilled) and 1,200 feet of 6-inch to 12-inch water main
- Sanitary sewer lining and repairs
- Replacement of existing undersized box culvert with an 8-foot by 18-foot three-sided box culvert, including form liner and decorative staining of cast-in-place headwalls
- PCC pavement on section of project containing 10% grade for durability with truck traffic
- Decorative hot applied stamped crosswalk connecting recreational path and adjacent Carpenter Park
- Pedestrian Activated Crosswalk Warning System at decorative crosswalk
- Installation of LED street lighting system throughout project limits



Services

- Coordination with IDOT
- Roadway Reconstruction
- Multiple Jurisdictions
- Off-Street Shared Use Path

Funding

STP

Completed

2020

Construction Cost

\$7.8M



Huntley Road Reconstruction & Shared Use Path Installation

West Dundee, IL

The Huntley Road improvement project is located within the Villages of West Dundee and Carpentersville and unincorporated Kane County. The improvements included the reconstruction of Huntley Road from Sleepy Hollow Road to Elm Avenue.

From east of Sleepy Hollow Road to just west of Westley Lane, Huntley Road was widened to a 3-lane facility with a flush painted median, combination concrete curb and gutter, and storm sewer.

From just west of Westley Lane to Elm Avenue, Huntley Road was reconstructed to a 5-lane facility with a raised landscaped median, combination concrete curb and gutter, and storm sewer. The intersection of Huntley Road and Elm Avenue was reconstructed to tie into IDOT's intersection improvement of Huntley Road and IL 31.

An 8-foot shared-use path was installed on the south side of Huntley Road from Sleepy Hollow Road to Hamilton Drive. A 5-foot PCC sidewalk was constructed from Tartan Drive east to Harbor Drive. A 10-foot multi-use path was installed on the north side of Huntley Road from Tay River Drive to just east of Elm Avenue.

Decorative retaining walls were installed at various locations and two box culverts were extended to accommodate the roadway widening.

The existing traffic signals at the intersection of Huntley Road and Elm Avenue were upgraded/modernized.

Right-of-way plat of highways were developed for 16 parcels, and right-of-way appraisals and review appraisals were prepared for these parcels.

The project utilized STP funds and was processed through IDOT Local Roads.

Services

- Design & Construction Engineering
- Off-Street Multi-Use Path
- Coordination with UPRR

Funding

STP, ITEP

Completed

2014

Construction Cost

\$3.6M



Centennial Trail Extension

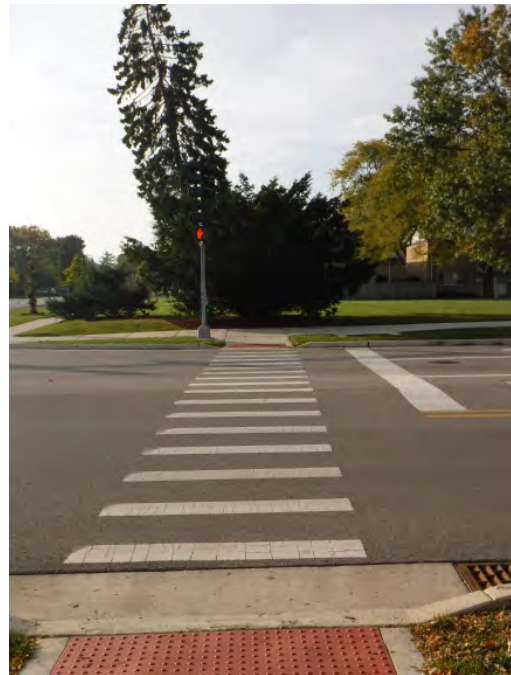
Glenview, IL

Baxter & Woodman provided design and construction engineering services for traffic signal and intersection improvements at West Lake Avenue (FAU 1284) and Greenwood Road (FAU 2743), including an extension of the Centennial Trail. The roadway and traffic signal portion of the project was partially paid with STP funds. The Centennial Trail was partially paid utilizing ITEP funds.

The Centennial Trail is part of the regional bicycle and pedestrian access plan. This segment is along West Lake Avenue and extends the existing multi-use path near North Lake Terrace to Pflugsten Road approximately 3,650 feet. The concrete off-street multi-use path varies between 8-feet and 10-feet wide, and connects "The Glen" to Glenbrook High School.

The work included coordinating with the Union Pacific Railroad as the path crosses over the tracks and through their right-of-way. A pedestrian crossing gate was installed for added safety.

Other improvements included signing, pavement markings, ADA compliant curb ramps, tree planting, landscape restoration, and other miscellaneous improvements.



Services

- Phase II Engineering
- Coordination with Cook County and IDOT
- Off-Street Bike Path
- Roadway Reconstruction
- Traffic Signals
- Culvert Improvements
- Agency Coordination

Funding

STP

Completed

2020

Construction Cost

\$6M



Plum Grove Road Phase II Improvements & Bicycle Accommodations

Schaumburg, IL

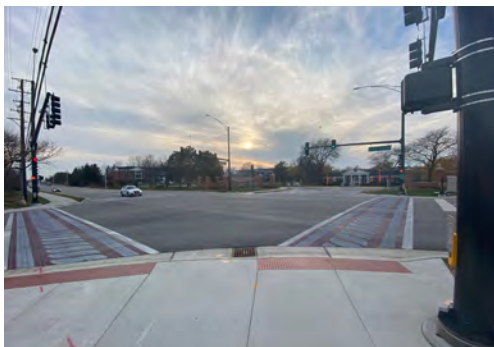
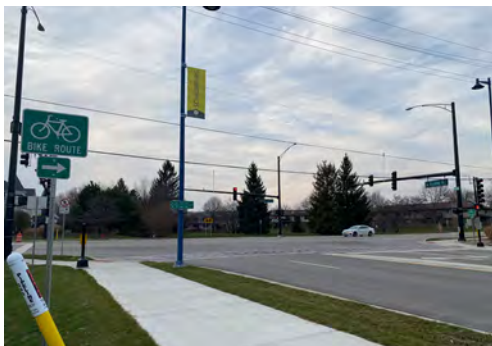
Baxter & Woodman provided Phase II design services and right-of-way acquisition services for improvements to Plum Grove Road between Higgins Road and Golf Road, a high volume roadway that links the residential area south of Higgins with the commercial area to the north. The project was funded through the federal Surface Transportation Program.

The design included 5-lane roadway reconstruction, resurfacing, lighting, culvert headwall improvements, traffic signal design, sidewalk and bike path improvements, new storm sewer, and water main improvements.

The improvements included replacement/modifications to three traffic signals, two IDOT and one new Village traffic signal. Traffic signal and extensive underground infrastructure improvements required coordination with existing underground and overhead utilities. ComEd chose to relocate its facilities from overhead to underground, adding further utility coordination during design. Proactive communication, including field meetings was needed to enable timely relocation of utilities ahead of the reconstruction work, including working with ComEd to protect a buried high-pressure electrical transmission line.

Portions of the project are under the jurisdiction of Cook County and IDOT, requiring coordination due to complex construction staging for construction and driveway access.

Culvert improvements were made to allow for improved sidewalk connectivity and included coordination with Illinois Department of Natural Resources, Metropolitan Water Reclamation District, and the U.S Army Corps of Engineers.



Services

- Coordination with Cook County DOT and IDOT
- Phase I, II, and III Engineering
- On-Street and Off-Street Trails

Funding

ITEP & Local

Completed

2017

Construction Cost

\$611,710



Howard Street Bike Path

Skokie, IL

Baxter & Woodman completed a concurrent Phase I/Phase II design and observed Phase III construction for an ITEP-funded bicycle trail extension to connect existing on-street lanes on Howard Street to the North Shore Channel Trail. The work included widening and re-striping to accommodate bike lanes with the existing two through lanes and parking lanes in a tree-lined urban residential block and installation of an off-street asphalt bike path in an open parkway along the fence line of an MWRD treatment plant. The work also included providing a transition from the four-lane roadway section to the two-lane roadway section to reduce pedestrian/bike crossing distance.

Design aspects included minimizing impacts to trees in the residential block, maintaining parking and driveway access, coordinating relocation of utility poles and pedestals, obtaining permanent easement from MWRD to accommodate the path, re-striping crosswalk across McCormick Avenue (signalized State Route) to bike path width, consideration of stormwater BMPs to meet new Cook County stormwater ordinance requirements, maintaining existing PACE bus stops along the route, and coordinating improvements with the local School District.

One project challenge was the transition of on-street bike lanes to an off-street two-way bike path. The selected alternative involved a “protected intersection” where bikes travel inside the intersection corners protected by raised corner islands. The bikes then cross at designated crosswalks perpendicular to traffic to access the off-street path. A truck apron was provided on the islands to accommodate truck turns at the industrial intersection.

MWRD’s safety concerns with the path crossing its busy driveways were addressed by providing non-standard signs and pavement markings, which were approved by IDOT since the proposed configuration was not addressed by the MUTCD.

Coordination with numerous agencies was required, including the MWRD administration for the right-of-way needs, MWRD permit division for stormwater permitting, IDOT, PACE, ComEd, Comcast, Nicor, AT&T, and local School District.



Services

- Phase I Engineering
- Coordination with Cook County DOT and IDOT
- Pedestrian Improvements
- Off-Street Multi-Use Trail

Funding

Invest in Cook, TAP

Completed

2019 (Design)

Construction Cost

\$2.95M (est)



Public Open House



Typical existing cross section

Skokie Valley Trail

Glenview, Wilmette, Northfield & Skokie, IL

Baxter & Woodman provided Phase I Engineering on behalf of the Villages of Glenview, Wilmette, Northfield, and Skokie of a 3.9-mile segment of the Skokie Valley Trail from the northernmost border of Northfield to the south side of Old Orchard Road. The 10-foot-wide multi-use trail is proposed to run along a discontinued Union Pacific Railroad line corridor and ComEd right-of-way. Baxter & Woodman also successfully assisted the Villages secure Invest in Cook County funding for Preliminary Phase I Engineering and TAP funding for Phase II engineering. When constructed, the proposed segment of Skokie Valley Trail will complete a gap in the regional trail network, providing an uninterrupted linear connection between Lake Bluff and Chicago.

The Phase I Report followed federal guidelines and was processed by and coordinated with IDOT's Bureau of Local Roads and Streets to ensure Phase II Engineering and construction costs are eligible for future federal grant opportunities.

Preliminary design included alternative analysis of multiple path layouts through the Village of Wilmette. Specific attention was given to the proposed path crossing alternative at the Skokie River and at Lake Avenue to ensure the goals of the project, including bike/pedestrian safety and connectivity, were achieved in the most cost-effective manner. The approved Project Development Report included multiple path layouts to allow the Village the flexibility to stage construction of various alternatives as future funding is available.

Extensive coordination and meetings were included in Phase I Engineering, including multiple progress meetings with Villages, IDOT, Cook County, ComED, and Union Pacific Railroad. A public open house meeting was conducted to confirm a community-supported plan consistent with the project's vision and objectives. Right-of-Way and/or Easements acquisition needs were verified as part of the project.

When constructed, Skokie Valley Trail will provide a dedicated off-street route for bicyclists and pedestrians, minimizing their interaction with vehicular traffic and the likelihood and occurrence of pedestrian and bicycle-related crashes along and near the project area.

Services

- Coordination with Cook County DOT and IDOT
- Phase I, II and III Engineering
- Road Diet with Bike Lanes
- Public Information Plan

Funding

STP

Completed

2015

Construction Cost

\$7.2M



Orchard Drive Roadway Improvements & Bicycle Accommodations

Park Forest, IL

Orchard Drive is a main thoroughfare within the Village of Park Forest that provides relief to motorists from delays along Western Avenue. The Village of Park Forest CBD, Village Aquatic Center, Public Library, Fire Training Center, Old Plank Trail, CN Railroad Overpass, and various residential and commercial stakeholders are located within the Orchard Drive improvements work zone.

The 2.2 mile project extended between Sauk Trail to the south and US Route 30 (Lincoln Highway) to the north. Improvements included HMA widening and resurfacing, curb and gutter installation, sidewalk repairs, storm sewer improvements, intersection improvements, bridge painting, retaining wall installation, street lighting, and traffic signal modifications at five intersections, including US Route 30.

Improvements consisted of both resurfacing and reconstruction, through a variety of typical sections, with the existing lane configuration being modified in order to provide the added safety of left turn lanes at intersections and driveways. On-street bicycle lanes were constructed between Lakewood Boulevard and Illinois Street to connect the Old Plank Trail bicycle route to Downtown Park Forest. Northbound dual left turn lanes were installed at Orchard Drive and US Route 30 to provide capacity improvements and reduce driver delay for Orchard Drive northbound left turn movements. Storm sewer improvements were made at locations where roadway flooding had been a problem.

Baxter & Woodman designed a project site construction sign to alert motorists and residents and provide information about this high visibility project in the downtown area. Baxter & Woodman's on-site resident engineer submitted weekly Twitter updates.



Other Shared Use Path Projects:

- **Country Club Hills:** Community Park Improvements, Amphitheater Shared Use Path
- **DuPage County Division of Transportation:** Hobson Road/59th Street Bike Trail
- **Carpentersville:** Maple Avenue Improvements with Bike Path
- **Cary:** Silver Lake Road Bike Path
- **Elwood:** West End Park Redevelopment, Center Point Park Trail
- **Fox River Grove:** Foxmoor Park Trail
- **Frankfort:** Elsner Road Bike Path, Pfeiffer Road Bike Trail
- **Grayslake:** Center Street Bike Path/Pedestrian Bridge, Shorewood Road Bike Path, Carillon North Development Bike Path, Somerset to St. Gilbert's Bikeway and Bridge, Brae Loch to Sheffield Bike Path, Route 120 & Lake Street Bike Path
- **Gurnee:** Cemetery Road Shared Use Path
- **Huntley:** Ruth Road improvements with Path
- **Jackson:** Park & Ride Shared Use Path
- **Lakewood:** Huntley Road Bike Path
- **Lincolnshire:** IL Route 22 Bicycle Path, Riverwoods Road Bike Path Extension
- **Lombard:** Lagoon Park Bike Path
- **Mokena:** 104th Street Improvements with Bike Path
- **New Lenox:** Grand Prairie Bike Path Connection
- **Oak Forest:** Metra Station Shared Use Path, Bicycle Network Master Plan
- **Olympia Fields:** Kedzie Avenue/Olympia Way, 203rd Street Bikeway
- **Oswego:** Waubonsie Creek Shared Use Path
- **Paddock Lake:** 248th Avenue On-Street Bike Lanes
- **Park Forest:** Logan Park Pedestrian Path
- **Plainfield:** 127th Street/Van Dyke Improvements with Bike Path, Lockport Street Multi-Use Path
- **Richton Park:** Poplar Avenue Bike Path, Village Bike Trail
- **Round Lake:** Lincoln Avenue Footbridge/Bike Path
- **Shorewood:** US Route 52 Improvements with Path
- **Stillman Valley:** Bicycle/Pedestrian Path Master Plan
- **Vernon Hills:** Butterfield Road Bike Path Link
- **Wheeling:** Municipal/Park District Complex, Northgate Parkway Extension, Regional Greenway Corridor Bicycle Path
- **Williams Bay:** Bike Path Master Plan
- **Winthrop Harbor:** Village Park Pond Trail
- **Woodstock:** Merryman Fields Park and Trails



Cary, IL - Silver Lake Road Path



Frankfort, IL - Pfeiffer Road Trail



Grayslake, IL - Center Street Bike Path



Lombard, IL - Lagoon Park Path



Olympia Fields, IL - Kedzie Ave. Bikeway



McHenry County DOT - Walkup Rd. Path

PROPOSAL SUMMARY SHEET
82nd Avenue Multi-Use Path from 135th Street to 151st Street
Phase I Preliminary Engineering

Business Name: Baxter & Woodman, Inc.

Street Address: 8430 W. Bryn Mawr Ave., Suite 400

City, State, Zip: Chicago, IL 60631

Contact Name: Jay Coleman, PE

Title: Project Manager

Phone: 815-444-3277 Fax: 773-444-0334

E-Mail address: jcoleman@baxterwoodman.com

Price Proposal

PROPOSAL TOTAL
(On an hourly not to exceed fee basis)

\$ 169,804

Unit price for additional meetings, as needed:
\$1,000 per meeting

AUTHORIZATION & SIGNATURE

Name of Authorized Signee: John V. Ambrose

Signature of Authorized Signee: 

Title: President/CEO Date: May 13, 2021



Local Public Agency Village of Orland Park	County Cook	Section Number
Consultant (Firm) Name Baxter & Woodman, Inc.	Prepared By Robert W. Lenzini	Date 5/5/2021

PAYROLL ESCALATION TABLE

CONTRACT TERM	12	MONTHS	OVERHEAD RATE	143.55%
START DATE	7/1/2021		COMPLEXITY FACTOR	0
RAISE DATE	1/1/2022		% OF RAISE	2.00%
END DATE	6/30/2022			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	7/1/2021	1/1/2022	6	50.00%
1	1/2/2022	7/1/2022	6	51.00%

The total escalation = 1.00%

Local Public Agency**County****Section Number**

Village of Orland Park	Cook	
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MAXIMUM PAYROLL RATE	78.00
ESCALATION FACTOR	1.00%

PAYROLL RATES

Exhibit E Cost Estimate of Consultant Services Worksheet Fixed Raise

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Executive Vice President	\$78.00	\$78.00
Vice President	\$70.13	\$70.83
Engineer V	\$64.12	\$64.76
Engineer IV	\$53.18	\$53.71
Engineer III	\$43.90	\$44.34
Engineer II	\$35.49	\$35.84
Engineer I	\$30.60	\$30.91
Environmental Scientist V	\$55.19	\$55.74
Environmental Scientist IV	\$44.00	\$44.44
Engineer Tech V	\$50.41	\$50.91
Engineer Tech IV	\$42.64	\$43.07
Engineer Tech III	\$36.01	\$36.37
Engineer Tech I	\$22.44	\$22.66
Spatial Tech. Manager	\$55.79	\$56.35
Spatial Tech. Prof. III	\$37.90	\$38.28
Spatial Tech. Prof. II	\$31.00	\$31.31
Spatial Tech. Prof. I	\$24.82	\$25.07
Survey Manager	\$39.93	\$40.33
Project Surveyor	\$35.27	\$35.62
CADD Technician III	\$44.14	\$44.58
CADD Technician II	\$37.75	\$38.13
Administrative Support IV	\$32.60	\$32.93
Administrative Support III	\$28.54	\$28.83
Administrative Support I	\$19.88	\$20.08
Marketing Professional II	\$28.68	\$28.97
Survey Technician	\$20.00	\$20.20

Local Public Agency

Village of Orland Park

County

Cook

Section Number

AVERAGE HOURLY PROJECT RATES

Exhibit E Cost Estimate of Consultants Services Worksheet Fixed Raise

SHEET 1 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Early Coordination and Data Collection			Topographic Survey			Traffic Analysis			Alternatives And Preliminary Design			Drainage Analysis		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Executive Vice President	78.00	0.0																	
Vice President	70.83	0.0																	
Engineer V	64.76	40.0	2.65%	1.72										10	4.27%	2.77			
Engineer IV	53.71	233.0	15.44%	8.29										14	5.98%	3.21	22	6.11%	3.28
Engineer III	44.34	316.0	20.94%	9.29	20	58.82%	26.08	1	0.56%	0.25	16	80.00%	35.47	60	25.64%	11.37	40	11.11%	4.93
Engineer II	35.84	266.0	17.63%	6.32													226	62.78%	22.50
Engineer I	30.91	113.0	7.49%	2.31	10	29.41%	9.09							40	17.09%	5.28			
Environmental Scientist V	55.74	6.0	0.40%	0.22															
Environmental Scientist IV	44.44	18.0	1.19%	0.53															
Engineer Tech V	50.91	0.0																	
Engineer Tech IV	43.07	0.0																	
Engineer Tech III	36.37	0.0																	
Engineer Tech I	22.66	177.0	11.73%	2.66							4	20.00%	4.53	80	34.19%	7.75			
Spatial Tech. Manager	56.35	0.0																	
Spatial Tech. Prof. III	38.28	0.0																	
Spatial Tech. Prof. II	31.31	0.0																	
Spatial Tech. Prof. I	25.07	0.0																	
Survey Manager	40.33	1.0	0.07%	0.03				1	0.56%	0.22									
Project Surveyor	35.62	113.0	7.49%	2.67				113	62.78%	22.36									
CADD Technician III	44.58	86.0	5.70%	2.54	4	11.76%	5.24	32	17.78%	7.93									
CADD Technician II	38.13	100.0	6.63%	2.53										30	12.82%	4.89	70	19.44%	7.41
Administrative Support IV	32.93	0.0																	
Administrative Support III	28.83	3.0	0.20%	0.06													2	0.56%	0.16
Administrative Support I	20.08	0.0																	
Marketing Professional II	28.97	4.0	0.27%	0.08															
Survey Technician	20.20	33.0	2.19%	0.44				33	18.33%	3.70									
		0.0																	
TOTALS		1509.0	100%	\$39.68	34.0	100.00%	\$40.42	180.0	100%	\$34.46	20.0	100%	\$40.00	234.0	100%	\$35.27	360.0	100%	\$38.29

Local Public Agency

Village of Orland Park

County

Cook

Section Number

AVERAGE HOURLY PROJECT RATES

Exhibit E Cost Estimate of Consultant Services Worksheet Fixed Raise

SHEET 2 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Environmental Coordination & Permitting			Preliminary Environmental Site Assessment			Meetings and Public Involvement			Project Development Report			Funding Applications			Right-of-Way/Easement Verification		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Executive Vice President	78.00																		
Vice President	70.83																		
Engineer V	64.76							20	9.80%	6.35									
Engineer IV	53.71	24	12.24%	6.58				100	49.02%	26.33	8	8.16%	4.38	10	16.67%	8.95	5	25.00%	13.43
Engineer III	44.34	80	40.82%	18.10				40	19.61%	8.69	40	40.82%	18.10				15	75.00%	33.25
Engineer II	35.84										40	40.82%	14.63						
Engineer I	30.91				33	84.62%	26.15							30	50.00%	15.45			
Environmental Scientist V	55.74				6	15.38%	8.58												
Environmental Scientist IV	44.44	18	9.18%	4.08															
Engineer Tech V	50.91																		
Engineer Tech IV	43.07																		
Engineer Tech III	36.37																		
Engineer Tech I	22.66	73	37.24%	8.44										20	33.33%	7.55			
Spatial Tech. Manager	56.35																		
Spatial Tech. Prof. III	38.28																		
Spatial Tech. Prof. II	31.31																		
Spatial Tech. Prof. I	25.07																		
Survey Manager	40.33																		
Project Surveyor	35.62																		
CADD Technician III	44.58							40	19.61%	8.74	10	10.20%	4.55						
CADD Technician II	38.13																		
Administrative Support IV	32.93																		
Administrative Support III	28.83	1	0.51%	0.15															
Administrative Support I	20.08																		
Marketing Professional II	28.97							4	1.96%	0.57									
Survey Technician	20.20																		
TOTALS		196.0	100%	\$37.34	39.0	100%	\$34.73	204.0	100%	\$50.68	98.0	100%	\$41.66	60.0	100%	\$31.96	20.0	100%	\$46.68

Local Public Agency

Village of Orland Park

County

Cook

Section Number

AVERAGE HOURLY PROJECT RATES

Exhibit E Cost Estimate of Consultant Services Worksheet Fixed Raise

SHEET 3 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	QA/QC			Manage Project														
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg			
Executive Vice President	78.00																		
Vice President	70.83																		
Engineer V	64.76	10	50.00%	32.38															
Engineer IV	53.71	10	50.00%	26.86	40	90.91%	48.83												
Engineer III	44.34				4	9.09%	4.03												
Engineer II	35.84																		
Engineer I	30.91																		
Environmental Scientist V	55.74																		
Environmental Scientist IV	44.44																		
Engineer Tech V	50.91																		
Engineer Tech IV	43.07																		
Engineer Tech III	36.37																		
Engineer Tech I	22.66																		
Spatial Tech. Manager	56.35																		
Spatial Tech. Prof. III	38.28																		
Spatial Tech. Prof. II	31.31																		
Spatial Tech. Prof. I	25.07																		
Survey Manager	40.33																		
Project Surveyor	35.62																		
CADD Technician III	44.58																		
CADD Technician II	38.13																		
Administrative Support IV	32.93																		
Administrative Support III	28.83																		
Administrative Support I	20.08																		
Marketing Professional II	28.97																		
Survey Technician	20.20																		
TOTALS		20.0	100%	\$59.24	44.0	100%	\$52.86	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00	0.0	0%	\$0.00

REFERENCES

Provide three (3) references for which your organization has performed similar work.

Bidder's Name: Baxter & Woodman, Inc.
(Enter Name of Business Organization)

1. ORGANIZATION Village of Plainfield
ADDRESS 24401 W. Lockport St., Plainfield, IL 60544
PHONE NUMBER 815-436-3577
CONTACT PERSON Allen Persons, Director of Public Works
YEAR OF PROJECT 127th St. Reconstruction, 2017

2. ORGANIZATION Village of Carpentersville
ADDRESS 1200 L.W. Besinger Drive, Carpentersville, IL 60110
PHONE NUMBER 224-293-1637
CONTACT PERSON Ed Szydowski, Engineering Manager
YEAR OF PROJECT Maple Ave. Reconstruction, 2015

3. ORGANIZATION Village of West Dundee
ADDRESS 102 S. 2nd Street, West Dundee, IL 60118
PHONE NUMBER 847-551-3815
CONTACT PERSON Eric Babcock, Director of Public Works
YEAR OF PROJECT Huntley Rd. Reconstruction, 2020

 **ORLAND PARK**
INSURANCE REQUIREMENTS

Please submit a policy Specimen Certificate of Insurance showing bidder's current coverage's

WORKERS COMPENSATION & EMPLOYER LIABILITY

Workers' Compensation – Statutory Limits
Employers' Liability
\$1,000,000 – Each Accident \$1,000,000 – Policy Limit
\$1,000,000 – Each Employee
Waiver of Subrogation in favor of the Village of Orland Park

AUTOMOBILE LIABILITY

\$1,000,000 – Combined Single Limit

GENERAL LIABILITY (Occurrence basis)

\$1,000,000 – Each Occurrence \$2,000,000 – General Aggregate Limit
\$1,000,000 – Personal & Advertising Injury
\$2,000,000 – Products/Completed Operations Aggregate
Primary Additional Insured Endorsement & Waiver of Subrogation in favor of the Village of Orland Park

PROFESSIONAL LIABILITY

\$1,000,000 Limit – Claims Made Form, Indicate Retroactive Date & Deductible


EXCESS PROFESSIONAL LIABILITY (Umbrella-Follow Form Policy)

\$1,000,000 – Each Occurrence
\$1,000,000 – Aggregate
EXCESS MUST COVER: Professional liability

Any insurance policies providing the coverages required of the Consultant, excluding Professional Liability, shall be specifically endorsed to identify "The Village of Orland Park, and their respective officers, trustees, directors, officials, employees, agents, representatives and assigns as Additional Insureds on a primary/non-contributory basis with respect to all claims arising out of operations by or on behalf of the named insured." If the named insureds have other applicable insurance coverage, that coverage shall be deemed to be on an excess or contingent basis. The policies shall also contain a Waiver of Subrogation in favor of the Additional Insureds in regards to General Liability and Workers Compensation coverages. The certificate of insurance shall also state this information on its face. Any insurance company providing coverage must hold an A VII rating according to Best's Key Rating Guide. Permitting the contractor, or any subcontractor, to proceed with any work prior to our receipt of the foregoing certificate and endorsement, however, shall not be a waiver of the contractor's obligation to provide all of the above insurance.

Proposer agrees that prior to any commencement of work to furnish evidence of Insurance coverage providing for at minimum the coverages and limits described above directly to the Village of Orland Park, Nicole Merced, Purchasing Coordinator, 14700 S. Ravinia Avenue, Orland Park, IL 60462. Failure to provide this evidence in the time frame specified and prior to beginning of work may result in the termination of the Village's relationship with the contractor.

ACCEPTED & AGREED THIS 13th DAY OF May, 2021


Signature

Authorized to execute agreements for:

John V. Ambrose, President/CEO
Printed Name & Title

Baxter & Woodman, Inc.
Name of Company



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/21/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies Company 650 Dundee Road Suite 170 Northbrook IL 60062	CONTACT NAME: PHONE (A/C, No, Ext): (847) 412-1414	FAX (A/C, No):
	E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Valley Forge Ins Co		20508
INSURED Baxter & Woodman, Inc. 8678 Ridgefield Road Crystal Lake IL 60012		
INSURER B: Continental Insurance Company		
INSURER C: Continental Casualty Company		
INSURER D:		
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER: CL20122188443

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			6045872351	1/1/2021	1/1/2022	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	<input checked="" type="checkbox"/> primary/non contributory						MED EXP (Any one person)	\$ 15,000
	<input checked="" type="checkbox"/> subj to written contract						PERSONAL & ADV INJURY	\$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$ 2,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 2,000,000
	OTHER:							\$
B	AUTOMOBILE LIABILITY			6045872348	1/1/2021	1/1/2022	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident)	\$
								\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB			6045872365	1/1/2021	1/1/2022	EACH OCCURRENCE	\$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> OCCUR					AGGREGATE	\$ 5,000,000
	<input type="checkbox"/> DED	<input type="checkbox"/> CLAIMS-MADE						\$
	RETENTION \$							\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			6045872379	1/1/2021	1/1/2022	<input checked="" type="checkbox"/> PER STATUTE	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
C	Professional Liability			AEH591900841	1/1/2021	1/1/2022	Per Claim	\$5,000,000
							Aggregate	\$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: All projects of the named insured subject to policy terms & conditions.

CERTIFICATE HOLDER**CANCELLATION**

Baxter & Woodman, Inc. 8678 Ridgefield Rd. Crystal Lake, IL 60012	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Michael Christian/CID <i>M.C. Christian</i>

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ADDENDUM NO. 1

**Informal RFP
82nd Avenue Multi-Use Path 135th Street to 151st Street**

Date: May 7, 2021
To: All Potential Proposers
From: Village of Orland Park
RE: Responses to Questions Received

This Addendum No. 1 is being issued to provide responses to questions submitted for the above mentioned Project. All other provisions and requirements of the RFP shall remain in effect. **All addenda must be acknowledged by signing the Addendum and including it with your submittal.** Failure to include a signed formal Addendum with your submittal may deem the submittal non-responsive; provided, however, that the Village may waive this requirement if in its best interest.

The following are the Village's responses to questions submitted for this RFP:

1. Is survey of the entire project corridor of east and west sides of 82nd Avenue required as part of the scope of services and proposed fees?

Village Response: Selected consultant will have to provide necessary topographic information so an informed decision can be made on path alignment. Once path alignment is selected, detailed topographic information will be needed for the length of the alignment.

2. Are geotechnical borings required as part of the scope of services and proposed fees?

Village Response: Geotechnical borings may be required depending on scope of work at the Tinley Creek culvert crossing or for other structural elements that may be needed for the project. The project will follow IDOT requirements for Phase 1 work.

3. Are there any M/W/DBE requirements?

Village Response: There are no M/W/DBE requirements for this project.

4. Is there a desire by the Village to increase the size of the culvert under 82nd Avenue at Tinley Creek?

Village Response: 82nd Avenue is under the jurisdiction of Cook County Department of Transportation and Highways (CCDOH). The Village would look to have the most efficient and low maintenance type of installation for the creek crossing but ultimately CCDOH will decide what is acceptable.

The question and answer period for this bid is closed. **The RFP submission deadline remains May 14, 2021 not later than 11:00 A.M.**

Proposers are required to acknowledge receipt of any Addendum by signing the Addendum and including it with the RFP submission.

I read and hereby acknowledge this addendum as of the date shown below.

Business Name: Baxter & Woodman, Inc.

Name of Authorized Signee: John V. Ambrose

Signature of Authorized Signee: 

Title: President/CEO Date: May 7, 2021