

CLERK'S CONTRACT and AGREEMENT COVER PAGE

Legistar File ID#: 2015-0170

Innoprise Contract #: C15-0033

Year: 2015-17

Amount:

Department: Public Works

Contract Type: Master Engineering Services Agreement

Contractors Name: Baxter & Woodman, Inc.

Contract Description: Master Services Professional Engineering Agreement - Roadway
Maintenance & Pavement Reconstruction 2015-17
Exhibit B for 2017:
C16-0122 Fernway Roadway & Ditch Grading Improvements (2016-0759
\$32,910)
C17-0011 143rd Metra Stairs Addendum #1 (2017-0014 \$23,500)
C17-0051 2017 Road Improvement Construction Services (2017-0237
\$156,200)
C17-0135 Fernway Subdivision Construction Services (2017-0625
\$115,000)

October 26, 2016

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

***Subject: Village of Orland Park - Fernway Subdivision Roadway and Ditch Grading
Improvements 2017
Design Engineering***

Dear Mr. Ingram,

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

<u>Road</u>	<u>Limits</u>	<u>Length (feet)</u>
168 th Street	88 th Avenue to east end	1,248
169 th Street	88 th Avenue to the East Village Limits	1,256

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

Project Understanding

The Village plans to reconstruct the above roads and add an 18" wide concrete ribbon curb/shoulder to help support the pavement edges. Design engineering will consist of a field evaluation, review of geotechnical data, preparation of plans, specifications, construction cost estimate, and bid documents. Schematic drawings will be developed from aerial photography and survey data collected by the field staff during construction of 2016 section of the Project.

Ditch grading plans, details, pay items, quantities, and specifications prepared for the Village by Christopher B. Burke Engineering, Ltd. (CBBEL) will be incorporated into the bid documents.

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

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

Scope of Services

- **FIELD EVALUATION** - Perform a field evaluation of the existing conditions and estimate quantities for driveway patching.
- **MULTI-YEAR PROGRAM CARRYOVER** - Survey data collected in 2016 will be used for developing roadway profiles and to aid with the development of the design. Village and construction staff will be consulted to apply any *lessons learned* during construction of the previous year's section.
- **CLEAN CONSTRUCTION OR DEMOLITION DEBRIS (CCDD)** - The contractor will provide testing during construction to comply with Form 663. CCDD testing and completion of Form 663 is not included in this scope, and the amount of potentially contaminated soils will be determined during construction.
- **UTILITIES** - Contact J.U.L.I.E. for potentially impacted utility companies. Initiate utility coordination by contacting utility companies that have facilities along the project limits and requesting utility atlas maps.
- **NPDES, SWPPP, IEPA** - Complete SWPPP and NOI and obtain NPDES permit from IEPA. Erosion Control Plan Sheets are not anticipated to be required, rather this work will be described using Notes and Standard Drawings.
- **PAVEMENT REHABILITATION** - The Village will obtain Pavement Core Samples and Soil Borings. This information will be reviewed to determine if remedial treatments or modifications to the pavement section are necessary. Eighteen inch (18") wide concrete ribbon curbs/shoulders or barrier curb and gutter (at intersection radius returns only) will be added.
- **SPECIFICATIONS** - Prepare special provisions in accordance with Village guidelines to specify items not covered by the Standard Specifications for Road and Bridge Construction.
- **DETAILED DRAWINGS** - Complete required plan sheets necessary for bidding including: Cover, General Notes, Summary of Quantities, Typical Sections, and Construction Details.
- **INCORPORATION OF DITCH GRADING** - Coordinate with CBBEL to obtain plans, details, pay items, quantities, and specifications for ditch grading, and incorporate into bid package.
- **FINAL SCHEMATIC PLANS** - Prepare bidding documents consisting of plan view schematics, Contract Proposal, Schedule of Prices, and Engineer's Estimate of Cost.

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

Engineering Fee

The Owner shall pay the Engineer for the services performed or furnished as stated above, based upon the Engineer's standard hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed **\$32,910**.

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

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

Please do not hesitate to contact Dennis Dabros or Jay Coleman if you have any questions or need additional information.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Derek J. Wold, P. E., BCEE
Executive Vice President

Attachment

VILLAGE OF ORLAND PARK, IL

AUTHORIZED BY: Trinity J. McQuay
TITLE: INTERIM Village Manager
DATE: February 6, 2017

Village of Orland Park					
Fernway Subdivision Roadway and Ditch Grading					
Improvements 2017 - Design Engineering					
	Labor Category	Hours	Labor	Expenses	Total Compensation
Overall Project Total		282.00	32,820.00	90.00	32,910.00
01 Field Evaluation		28.00	3,200.00	40.00	3,240.00
	Sr Engineer II	4.00	560.00		
	Engr Tech III	24.00	2,640.00		
02 Multi-Year Program Carryover and Development		16.00	1,800.00	0.00	1,800.00
	Sr Engineer II	8.00	1,120.00		
	Engineer I	8.00	680.00		
03 Plans, Specifications and Estimate of Cost		178.00	20,160.00	30.00	20,190.00
	Sr Engineer II	60.00	8,400.00		
	Engineer I	60.00	5,100.00		
	CAD/GIS/Survey Tech IV	40.00	4,800.00		
	CAD/GIS/Survey Tech III	16.00	1,680.00		
	Clerical II	2.00	180.00		
04 Incorporation of Ditch Grading		36.00	4,200.00	20.00	4,220.00
	Sr Engineer III	4.00	600.00		
	Sr Engineer II	16.00	2,240.00		
	Engineer I	16.00	1,360.00		
05 Bidding Assistance		6.00	880.00	0.00	880.00
	Sr Engineer III	4.00	600.00		
	Sr Engineer II	2.00	280.00		
06 Project Management		18.00	2,580.00	0.00	2,580.00
	Sr Engineer III	2.00	300.00		
	Sr Engineer III	4.00	600.00		
	Sr Engineer II	12.00	1,680.00		