

CLERK'S CONTRACT and AGREEMENT COVER PAGE

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Department:

Contract Type:

Contractors Name:

Contract Description:



**ADDENDUM #1 TO EXHIBIT B FOR ORLAND HILLS WEST DESIGN, DATED JANUARY 20, 2023,
BETWEEN
THE VILLAGE OF ORLAND PARK AND ENGINEERING RESOURCE ASSOCIATES**

WHEREAS, on January 20, 2023, a certain Agreement between the VILLAGE OF ORLAND PARK (hereinafter referred to as "Village") and Engineering Resource Associates (hereinafter referred to as "Consultant") for the performance of certain professional services for the Village in connection with A&E Services for the Orland Hills West Design (hereinafter referred to as the "Project", the "Work", or the "Services") was executed (hereinafter referred to as the "Agreement"); and,

WHEREAS, the Village wishes to enter into an Agreement incorporating the Terms and Conditions of the contract dated January 20, 2023, and amend THE CONTRACT DOCUMENTS, EXHIBIT B, and TERM OF THE CONTRACT.

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

1. In the event of any conflict or inconsistency between the provisions of this Addendum #1 and the Agreement, the provisions of this Addendum #1 shall control.
2. **SECTION 3: THE CONTRACT DOCUMENTS** of said Agreement shall be amended to include Addendum #1, dated August 28, 2023 and Revised Exhibit B dated August 28, 2023.
3. **EXHIBIT B: SCOPE OF WORK** shall be amended to replace the original "Exhibit B dated January 20, 2023" and include a revised "Exhibit B dated August 28, 2023" that reflects a new completion date.
4. **TERM OF THE CONTRACT** Schedule of said Exhibit B shall be amended to add "Design shall be completed by September 30, 2023".
5. All of the other terms, covenants, representations and conditions of said Agreement not deleted or amended herein shall remain in full force and effect during the effective term of said Agreement.
6. This Addendum #1 may be executed in two or more counterparts, each of which taken together, shall constitute one and the same instrument.

This Addendum #1, made and entered into effective the **28th day of August, 2023**, shall be attached to and form a part of the Agreement dated the 15th day of February, 2023, and shall take effect upon signature below by duly authorized agents of both parties.

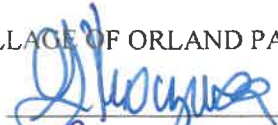
IN WITNESS WHEREOF, the parties have caused this Addendum #1 to be executed by their duly authorized officer in quadruplicate counterparts, each of which shall be considered as an original.

CONSULTANT: ENGINEERING RESOURCE ASSOCIATES VILLAGE OF ORLAND PARK

By: 

Name: Howard Killian, PE

Its Project Manager and Authorized Agent

By: 

Name: George Koczwar

Title: Village Manager

ATTEST: _____

January 20, 2023
Michelle Heslin
Public Improvement Tech II
Village of Orland Park
15655 S. Ravinia Avenue
Orland Park, IL 60462

Sent via email to mheslin@orlandpark.org

SUBJECT: Proposal for Engineering of the Orland Hills West Subdivision Road & Ditch Reconstruction

Dear Ms. Heslin:

Engineering Resource Associates, Inc. (ERA) is pleased to submit this proposal for design engineering services for the Village of Orland Park's Orland Hills West Subdivision Road and Ditch Reconstruction Project in accordance with your request for proposals.

Project Understanding

The Village is interested in hiring a Phase II Engineering Design firm to provide design of the Orland Hills West Subdivision Road and Ditch Reconstruction project. The work will consist of full depth roadway reconstruction and project wide ditch regrading along with the replacement of all driveway and roadway culverts. An 18-inch concrete ribbon will also be installed along the edge of pavement to aid in keeping the pavement stabilized. The project limits are generally as follows:

Circle Drive on the west boundary
135th Street on the north boundary
Crescent Drive on the east boundary
Howe Drive on the south boundary

The total length of the roadway project is approximately 3,425 lineal feet of road and ditch reconstruction on the interior roadways, for a total estimated overall construction cost of \$1.54 million.

Scope of Services

ERA will provide professional engineering services in accordance with the following anticipated work plan. Our work will conform to the Illinois Department of Transportation Standards, Standard Specifications for Water and Sewer Construction in Illinois, where necessary, and the Village of Orland Park's construction requirements.

DESIGN ENGINEERING

- 1) Project Meetings and Coordination** – The following meetings are anticipated during the design phase of these projects:
 - a. *Kick-Off Meeting* – Meet with Orland Park staff to discuss project issues, compile background information, and initiate the project.
 - b. *Progress Meetings* – Meet with Village staff during the design period to review Village comments and at the 75% and final submittal and discuss relevant issues.
 - c. *Utility Coordination Meeting* – Meet with Village staff and utility companies during the design period

to review and discuss potential conflicts. Meeting minutes will be emailed within 1 week of each meeting for review.

- d. **Public Meetings** – Public meetings are not anticipated for this project.

2) Data Acquisition – This task includes the acquisition of data available from various sources to aid in the inventory and delineation of existing conditions. The following items will be obtained:

- a. Aerial Photography and Topography from Village
- b. Existing roadway plans provided by the Village
- c. Aerial base tax maps
- d. Public utility atlases (storm, sanitary, water, electrical, etc.)
- e. Private utility atlases (gas, electric, telephone, cable, TV)
- f. Cook County topographic mapping and GIS information
- g. Electronic copies of Village standard contract documents, details, and specifications

3) Field Survey and Review Visits – This task consists of field survey and visits to gather existing conditions information. Available topographic mapping, GIS information and aerial imagery, along with detailed topographic survey along the project limits will be performed to create base plans and roadway profiles. The following planimetric features will be field reviewed to verify their location:

- a. Horizontal locations of topographic features within the rights of way including found right-of-way monumentation, hydrants, valves, manholes, inlets, power poles, edge of pavement, sidewalks, driveways, and traffic control signs
- b. All trees within the right-of-way limits will be located along the project alignment. The breast height diameter of each tree will also be measured.
- c. Driveways, sidewalks, and structure locations within 15 feet of the right-of-way
- d. Inventory of utility structures including pipe types, sizes, and routing
- e. Pavement and right-of-way widths

4) Base Plans and Profile Sheets – Information compiled from the field survey and visits and data acquisition tasks will be combined to produce base plans for each project at a scale of 1" = 40' horizontal and 1" = 10' vertical of the existing conditions. Base plan and profiles sheets will be prepared using our AutoCAD based system conforming to Village of Orland Park Village graphic standards. Base plans on 11" x 17" sheets will be submitted to the Village and private utility companies for review and comments.

5) Plans, Specifications and Estimates (PS&E) – This task includes the preparation of contract documents for each project in accordance with Orland Park Village and IDOT standard format utilizing the 2021 version of AutoCAD. Specifications will be prepared in the format required for IDOT projects using Microsoft Office. Village standard contract documents will be provided. The specifications will reference IDOT Standard Specifications and the Village's standards. Bid documents and unit price bid item quantities will be included. Contract documents will include bid forms, notice to bidders, contract forms, bonding and insurance requirements and state and federal compliance requirements. PS&E will be submitted for review and approval at the 75% and 100% bid documents stages of completion.

This task also includes the preparation of a preliminary and final engineer's opinion of probable construction cost for the proposed improvements. They will be prepared using our extensive database of recent unit prices on similar projects in the area.

6) Permitting – ERA will prepare and submit permit applications and perform utility coordination for the following regulatory authorities.

- a. NPDES Permit
- b. IEPA – Water Mains or sanitary if needed
- c. MWRD Permits if needed

7) Bidding Assistance – ERA will provide bidding assistance services as follows:

Orland Hills West Subdivision Road & Ditch Reconstruction
Village of Orland Park

- a. Provide reproducible PS&E for distribution by the Village of Orland Park
- a. Attend pre-bid conference, if required
- c. Issue addenda if required
- d. Respond to bidder questions
- e. Attend bid opening
- f. Tabulate bids
- g. Provide award recommendation letter

Schedule

The work described in this agreement will be performed as expeditiously as weather and other physical conditions permit. The Engineer shall not be liable to the Owner, if delayed in, or prevented from performing the work as specified herein through any cause or causes beyond the control of the Engineer and not caused by his own fault or negligence including acts of God, or the public enemy, inclement weather conditions, acts of the government after the effective date of this agreement, fires, floods, epidemics, strikes, jurisdictional disputes, lockouts, and freight embargoes.

ERA has the staff and resources available to fully staff these projects for the duration of the design. If the project schedules or scope of services change, we have additional staff and resources available to accommodate the project. Our experience on similar assignments and ability to shift staff and resources will contribute to the ultimate success of these projects.

Design shall be completed by September 30, 2023. *HK 8/29/23*

Fees

ERA will provide design engineering services described in this proposal on a 2.8 direct labor multiplier, not to exceed basis. The cost budget is included on the following page in a Not-to-Exceed amount of \$74,100.

We appreciate the opportunity to submit this proposal and trust that it meets with your approval. If acceptable, please sign the proposal where indicated below (Exhibit 1) and return one (1) copy for our files. Receipt of executed proposal will serve as authorization to continue with the project to the full extent of the contract. The attached agreement provisions are expressly incorporated into and are an integral part of this proposal for engineering services.

If you have any questions, please contact me at 630-393-3060 or hkillian@eraconsultants.com.

Sincerely,
ENGINEERING RESOURCE ASSOCIATES, INC.



Howard Killian, PE
Project Manager

Approved and Accepted by:
Village of Orland Park



George Koczvara, Village Manager

Date: 8-30-23

Exhibit 1

Acceptance & Authorization Form – Proposal
Engineering and Planning of Laguna Woods Road & Ditch Reconstruction
Village of Orland Park

Engineering Resource Associates, Inc.

Village of Orland Park



E-SIGNED by George Koczwara
on 2023-02-15 18:31:34 GMT

Authorized Signature
Brian Dusak, PE, Project Manager
Printed Name and Title

Authorized Signature
George Koczwara Village Manager
Printed Name and Title
February 15, 2023

Date

3S701 West Avenue
Suite 150
Warrenville, Illinois 60555
630-393-3060 t, 630-393-2152 f

Please Provide Contact Information:

Mailing Address:

(please provide street address for UPS deliveries)

Telephone & Facsimile Numbers:

Email Address:

INVOICES should be sent via:

If different than above address,

invoices should be addressed to:

Email USPS Mail Email & USPS Mail

Attn:

Invoice Email Address (if different than above):

Note any billing procedures/forms:



Date: January 20, 2023
Consultant: Engineering
Project Manager: HK
PP/PL No.: PL2212.14



Date: January 20, 2023
Consultant: Engineering Resource Associates, Inc.
Project Manager: HK
PP/PL No.: PL2212.14

Payroll Classification		HOURLY RATE	Project meetings and Coordination			Data Acquisition			Field Survey and Review Visits			Base Plans and Profile Sheets		
			HOURS	% PART	WGTD RATE	HOURS	% PART	WGTD RATE	HOURS	% PART	WGTD RATE	HOURS	% PART	WGTD RATE
	Professional Engineer V	\$202.00	8	50.0%	\$101.00							2	3.0%	\$6.12
	Professional Engineer II	\$139.00	8	50.0%	\$69.50	2	25.0%	\$34.75				0	0.0%	\$0.00
	Staff Engineer III	\$129.00				6	75.0%	\$96.75						
	Professional Surveyor II	\$171.00				0	0.0%	\$0.00	8	9.1%	\$15.54			
	Professional Engineer IV	\$181.00				0	0.0%	\$0.00						
	Surveyor III	\$106.00							80	90.9%	\$96.36			
	Engineering Technician III	\$96.00										0	0.0%	\$0.00
	Engineering Technician V	\$131.00										64	97.0%	\$127.03
TOTALS			16	100.0%	\$170.50	8	100.0%	\$131.50	88	100.0%	\$111.91	66	100.0%	\$133.15



TOTALS

