

June 13, 2014

Karie Friling
Director of Development Services
Village of Orland Park
14700 Ravinia Avenue
Orland Park, Illinois 60462

**Re: Orland Park Redevelopment Triangle
Master Planning Services**

Dear Ms. Friling:

Thank you for the opportunity to submit this proposal for Master Planning services for the Main Street Triangle Redevelopment. Thomas / O'Connor Associates (TOA) looks forward to the possibility of participating as a member of your planning and design team.

A. SCOPE OF SERVICES

We understand that the City of Orland Park and its Development Manager need to examine several development scenarios for the site bounded by La Grange Road, 143rd Street and South West Highway. Based on our understanding of the site and nature of the redevelopment, we propose to provide the following scope of services.

A.1 *Master Planning, Programming and Concept Design Phase*

Based on programmatic information provided by the Development Manager, TOA will produce three (3) contrasting planning schemes consisting of the following:

1. Site plans for each scheme, indicating
 - o Programmatic components and areas
 - o Parking Layout and Quantities
 - o Street configuration and traffic flows
 - o Public Open Space
2. Perspective Renderings of each scheme to indicate the general look and feel of the scheme.
3. We anticipate two meetings:
 - o Initial meeting to establish program and goals
 - o Final meeting to present planning schemes

B. SCHEDULE

Upon receipt of programmatic information, the Master Planning phase as outlined is estimated to take approximately six weeks

C. COMPENSATION

For the Scope of Services described in Section A and within the scheduled durations described in Section B, TOA will charge in accordance with the following:

1. \$2,000.00 Per site plan scheme
2. \$2,200.00 Per perspective rendering

C.2 *Our fees do not include the following Services or Consultants:*

Site Survey
Geotechnical Engineering
Existing Condition Survey
Environmental Impact Assessment
Traffic and Transportation Consultant
Parking Design Consultant

C.5 *Invoicing and Payment*

We will invoice monthly based upon a percentage completion of work by project component and by phase. We will modify the form and appearance of the invoice to suit the requirements of the Owner. Payment of invoices is due thirty (30) days after the receipt. Invoices that are outstanding beyond sixty (60) days from the date of the invoice will accrue interest at the prevailing Prime Rate plus 2% as recorded by the American National Bank and Trust Co. of Chicago.

D. SUPPLEMENTAL SERVICES

For supplemental services requested in addition to the scope of services defined above; for redesigning a component of the project as a result of a program revision initiated by the Owner or tenant/operator; or for "Changes" as defined above, TOA shall be reimbursed at our customary hourly billing rates as listed below to achieve the same level of completion and detail prior to the change.

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Principal	\$175.00/hour
Project Architect	\$ 85.00/hour

These billing rates shall not be modified for one (1) year from the date of this agreement. Thereafter, the Architect shall be permitted to adjust the customary hourly billing rates not to exceed the lesser of the Architect's company-wide salary increases or eight percent (8%) per annum.

E. REIMBURSEMENT EXPENSES

In addition to the professional services fee quoted above, TOA will invoice for reimbursable expenses monthly based on 1.10 times the of cost (110%) for out-of-pocket expenses directly related to the project. These expenses typically include messenger service, reprographics, plotting, telecommunications, transportation, the preparation of marketing materials, US mail, overnight courier services and other similar expenses. These invoices will be issued separately from professional services invoices. Payment of reimbursable expenses invoices shall be due thirty (30) days after receipt.

If this proposal is acceptable as submitted please countersign two (2) copies and return them to us, we will countersign and return one copy to you for your records. Receipt of the countersigned proposal will serve as the Notice to Proceed, and we will start work as required to meet the project schedule.

We are looking forward to working with the City of Orland Park on this project.

Sincerely,
Thomas / O'Connor Associates, LLC



Christopher L. Thomas, AIA
Principal

Accepted by:

City of Orland Park

Owner's Authorized Representative

Date