

*Contract*

*ID# 377*

**Clerk's Contract and Agreement Cover Page**

**Year:** 2008

**Legistar File ID#:** 2007-0676

**Multi Year:**

**Amount** \$7,900.00

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**Contract Type:**

Services

**Contractor's Name:**

McGuire Igleski & Assoc Architects

**Contractor's AKA:**

**Execution Date:**

11/28/2007

**Termination Date:**

8/30/2008

**Renewal Date:**

**Department:**

planning

**Originating Person:**

Nectarios Pittos

**Contract Description:** Historic Building Survey



MAYOR  
Daniel J. McLaughlin

VILLAGE CLERK  
David P. Maher

14700 S. Ravinia Ave.  
Orland Park, IL 60462  
(708) 403-6100

January 2, 2008



VILLAGE HALL

TRUSTEES

Bernard A. Murphy  
Kathleen M. Fenton  
Brad S. O'Halloran  
James V. Dodge  
Edward G. Schussler III  
Patricia Gira

Ms. Peggy Veregin, M.H.P.  
McGuire Igleski & Associates, Inc.  
1234 Sherman Avenue  
Evanston, Illinois 60202

**RE: *NOTICE TO PROCEED***  
***Historic Building Survey Orland Park***

Dear Ms. Veregin:

This notification is to inform you that the Village of Orland Park has received all necessary contracts, certifications, and insurance documents in order for work to commence on the above stated project. I apologize for the delay, but I was waiting for the Certificate of Insurance, which I received by fax on December 27, 2007.

Please contact Nectarios Pittos at 708-403-6121 to arrange the commencement of the work.

The Village will be processing a Purchase Order for this contract/service and it will be faxed to your company. It is imperative that this number on the Purchase Order be noted on all invoices, correspondence, etc. All invoices should be sent directly to the Accounts Payable Department at 14700 S. Ravinia Ave. Orland Park, IL 60462. Also, your final invoice for this contract/service should state that it is the final invoice pertaining to that Purchase Order.

For your records, I have enclosed one (1) original executed contract dated November 28, 2007 in an amount not to exceed Seven Thousand Nine Hundred and No/100 (\$7,900.00) Dollars. If you have any questions, please call me at 708-403-6173.

Sincerely,

Denise Domalewski  
Contract Administrator

cc: Nectarios Pittos



November 28, 2007

Ms. Peggy Veregin, M.H.P.  
McGuire Igleski & Associates, Inc.  
1234 Sherman Avenue  
Evanston, Illinois 60202

**NOTICE OF AWARD – Historic Building Survey Orland Park**

Dear Ms. Veregin:

This notification is to inform you that on November 5, 2007, the Village of Orland Park Board of Trustees approved awarding McGuire Igleski & Associates, Inc. the contract in accordance with the proposal you submitted dated August 30, 2007, for a historic building survey within Orland Park, IL. in the amount of Seven Thousand Nine Hundred and No/100 (\$7,900.00) Dollars. **You must comply with the following conditions precedent within ten business days of the date of this Notice of Award, which is by December 12, 2007.**

1. Enclosed is the Contract for the Historic Building Survey. Please sign two (2) copies and return them both directly to me. I will obtain signatures to fully execute the Contract and one original executed Contract will be returned to you.
2. Also enclosed are the Certifications and Insurance Requirements. Please complete the Certifications and return them directly to me.
3. Submit a Certificate of Insurance from your insurance company in accordance with all of the Insurance Requirements listed and agreed to at minimum and endorsements for a) the additional insured status, b) the waiver of subrogation for General Liability and c) the waiver of subrogation for Workers Compensation. **Please have this faxed to my attention at 708-403-9212 for my review before sending the original.**

Please deliver this information directly to me, Denise Domalewski, Contract Administrator, at Village Hall located at 14700 S. Ravinia Ave., Orland Park, IL 60462. The signed Contracts, Certifications, Insurance Certificates and Endorsements are required to be in place and received at my office prior to the commencement of work on this project. You will be issued a *Notice to Proceed* letter and a purchase order when you are in full compliance with this process. Failure to comply with these conditions within the time specified will entitle the Village to consider your proposal abandoned and to annul this Notice of Award. If you have any questions, please do not hesitate to call me at 708-403-6173 or e-mail me at [ddomalewski@orland-park.il.us](mailto:ddomalewski@orland-park.il.us).

Sincerely,

***Denise Domalewski***  
Contract Administrator

cc: Nectarios Pittos



**VILLAGE OF ORLAND PARK  
(Contract for Services)**

This Contract is made this **28th day of November, 2007** by and between the Village of Orland Park (hereinafter referred to as the "VILLAGE") and McGuire Igleski and Associates, Inc. (hereinafter referred to as the "CONTRACTOR").

**WITNESSETH**

In consideration of the promises and covenants made herein by the VILLAGE and the CONTRACTOR (hereinafter referred to collectively as the "PARTIES,") the PARTIES agree as follows:

**SECTION 1: THE CONTRACT DOCUMENTS:** This Contract shall include the following documents (hereinafter referred to as the "CONTRACT DOCUMENTS") however this Contract takes precedence and controls over any contrary provision in any of the CONTRACT DOCUMENTS. The Contract, including the CONTRACT DOCUMENTS, expresses the entire agreement between the PARTIES and where it modifies, adds to or deletes provisions in other CONTRACT DOCUMENTS, the Contract's provisions shall prevail. Provisions in the CONTRACT DOCUMENTS unmodified by this Contract shall be in full force and effect in their unaltered condition.

- This Contract
- The Terms and Conditions
- The Proposal dated August 30, 2007 to the extent it does not conflict with this contract.
- All Certifications required by the Village
- Certificate of Insurance

**SECTION 2: SCOPE OF THE WORK AND PAYMENT:** The CONTRACTOR agrees to provide labor, equipment and materials necessary to provide the services as described in the CONTRACT DOCUMENTS and further described below:

The contractor will conduct a historic building survey for the Village of Orland Park in the Old Orland Historic District using the Secretary of Interior's Standards, and the Illinois Historic Preservation Agency's guidelines for historic surveys pursuant to their submitted proposal dated August 30, 2007

(hereinafter referred to as the "WORK") and the VILLAGE agrees to pay the CONTRACTOR pursuant to the provisions of the Local Government Prompt Payment Act (50 ILCS 505/1 *et seq.*) the following amount for performance of the described services: **Seven Thousand Nine Hundred and No/100 (\$7,900.00) Dollars.**

**SECTION 3: ASSIGNMENT:** CONTRACTOR shall not assign the duties and obligations involved in the performance of the WORK which is the subject matter of this Contract without the written consent of the VILLAGE.

**SECTION 4: TERM OF THE CONTRACT:** This Contract shall commence on the date of its execution. The WORK shall commence upon receipt of a Notice to Proceed and continue expeditiously until final completion or August 30, 2008, whichever occurs first. This Contract shall terminate upon completion of the WORK, but may be terminated by either of the PARTIES for default upon failure to cure after ten (10) days prior written notice of said default from the aggrieved PARTY. The VILLAGE, for its convenience, may terminate this Contract with thirty (30) days prior written notice.

**SECTION 5: INDEMNIFICATION AND INSURANCE:** The CONTRACTOR shall indemnify and hold harmless the VILLAGE, its trustees, officers, directors, agents, employees and representatives and assigns, from lawsuits, actions, costs (including attorneys' fees), claims or liability of any character, incurred due to the alleged negligence of the CONTRACTOR, brought because of any injuries or damages received or sustained by any person, persons or property on account of any act or omission, neglect or misconduct of said CONTRACTOR, its officers, agents and/or employees arising out of, or in performance of any of the provisions of the CONTRACT DOCUMENTS, including any claims or amounts recovered for any infringements of patent, trademark or copyright; or from any claims or amounts arising or recovered under the "Worker's Compensation Act" or any other law, ordinance, order or decree. In connection with any such claims, lawsuits, actions or liabilities, the VILLAGE, its trustees, officers, directors, agents, employees, representatives and their assigns shall have the right to defense counsel of their choice. The CONTRACTOR shall be solely liable for all costs of such defense and for all expenses, fees, judgments, settlements and all other costs arising out of such claims, lawsuits, actions or liabilities.

The Contractor shall not make any settlement or compromise of a lawsuit or claim, or fail to pursue any available avenue of appeal of any adverse judgment, without the approval of the Village and any other indemnified party. The Village or any other indemnified party, in its or their sole discretion, shall have the option of being represented by its or their own counsel. If this option is exercised, then the Contractor shall promptly reimburse the Village or other indemnified party, upon written demand, for any expenses, including but not limited to court costs, reasonable attorneys' and witnesses' fees and other expenses of litigation incurred by the Village or other indemnified party in connection therewith.

Execution of this Contract by the VILLAGE is contingent upon receipt of Insurance Certificates provided by the CONTRACTOR ~~in compliance with the CONTRACT DOCUMENTS.~~ *km.*

**SECTION 6: COMPLIANCE WITH LAWS:** CONTRACTOR agrees to comply with all federal, state and local laws, ordinances, statutes, rules and regulations including but not limited to the Illinois Human Rights Act as follows: CONTRACTOR hereby agrees that this contract shall be performed in compliance with all requirements of the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., and that the CONTRACTOR and its subcontractors shall not engage in any prohibited form of discrimination in employment as defined in that Act and shall maintain a sexual harassment



policy as the Act requires. The CONTRACTOR shall maintain, and require that its subcontractors maintain, policies of equal employment opportunity which shall prohibit discrimination against any employee or applicant for employment on the basis of race, religion, color, sex, national origin, ancestry, citizenship status, age, marital status, physical or mental disability unrelated to the individual's ability to perform the essential functions of the job, association with a person with a disability, or unfavorable discharge from military service. CONTRACTOR and all subcontractors shall comply with all requirements of the Act and of the Rules of the Illinois Department of Human Rights with regard to posting information on employees' rights under the Act. CONTRACTOR and all subcontractors shall place appropriate statements identifying their companies as equal opportunity employers in all advertisements for workers to be employed in work to be performed under this contract.

The CONTRACTOR shall obtain all necessary local and state licenses and/or permits that may be required for performance of the WORK and provide those licenses to the VILLAGE prior to commencement of the WORK.

**SECTION 7: NOTICE:** Where notice is required by the CONTRACT DOCUMENTS it shall be considered received if it is delivered in person, sent by registered United States mail, return receipt requested, delivered by messenger or mail service with a signed receipt, sent by facsimile or e-mail with an acknowledgment of receipt, to the following:

To the VILLAGE:  
Denise Domalewski  
Contract Administrator  
Village of Orland Park  
14700 South Ravinia Avenue  
Orland Park, Illinois 60462  
Telephone: 708-403-6173  
Facsimile: 708-403-9212  
e-mail: [ddomalewski@orland-park.il.us](mailto:ddomalewski@orland-park.il.us)

To the CONTRACTOR:  
Peggy Veregin, M.H.P.  
Project Manager  
McGuire Igleski & Associates Inc.  
1234 Sherman Avenue  
Evanston, Illinois 60202  
Telephone: 847-328-5679  
Facsimile: 847-328-9150  
e-mail: [peggy@miarchitects.com](mailto:peggy@miarchitects.com)

or to such other person or persons or to such other address or addresses as may be provided by either party to the other party.

**SECTION 8: STANDARD OF SERVICE:** Services shall be rendered to the highest professional standards to meet or exceed those standards met by others providing the same or similar services in the Chicagoland area. Sufficient competent personnel shall be provided who with supervision shall complete the services required within the time allowed for performance. The CONTRACTOR'S personnel shall, at all times present a neat appearance and shall be trained to handle all contact with Village residents or Village employees in a respectful manner. At the request of the Village Manager or a designee, the CONTRACTOR shall replace any incompetent, abusive or disorderly person in its employ.

**SECTION 9: PAYMENTS TO OTHER PARTIES:** The CONTRACTOR shall not obligate the VILLAGE to make payments to third parties or make promises or representations to third parties on behalf of the VILLAGE without prior written approval of the Village Manager or a designee.

**SECTION 10: COMPLIANCE:** CONTRACTOR shall comply with all of the requirements of the Contract Documents, including, but not limited to, the Illinois Prevailing Wage Act where applicable and all other applicable local, state and federal statutes, ordinances, codes, rules and regulations.

**SECTION 11: LAW AND VENUE:** The laws of the State of Illinois shall govern this Contract and venue for legal disputes shall be Cook County, Illinois.

**SECTION 12: MODIFICATION:** This Contract may be modified only by a written amendment signed by both PARTIES.

**SECTION 13: COUNTERPARTS:** This Contract may be executed in two (2) or more counterparts, each of which taken together, shall constitute one and the same instrument.

This Contract shall become effective on the date first shown herein and upon execution by duly authorized agents of the parties.

FOR: THE VILLAGE

By: Ellen J. Baer

Print Name: ELEN J. BAER

Its: ACTING Village Manager

Date: 12/10/07

FOR: THE CONTRACTOR

By: Anne McGuire

Print Name: Anne McGuire

Its: President

Date: Dec. 5, 2007

**FACSIMILE SIGNATURES SHALL SUFFICE AS ORIGINAL**

\_\_\_\_\_  
Initial here if faxing



MCGUIRE IGLESKI & ASSOCIATES, INC.

— Architecture, Preservation, Planning —

August 30, 2007

Nectarios Pittos  
Planner  
Village of Orland Park  
14700 Ravinia Avenue  
Orland Park, IL 60462

Re: Intensive Building Survey of a Targeted Residential Area within Orland Park, IL

Dear Mr. Pittos:

In response to the request by the Village of Orland Park (VOP) seeking a qualified consultant to perform an Intensive Building Survey for a targeted residential area, the firm of McGuire Iglesiaski & Associates, Inc. (MIA) is pleased to submit this proposal to perform the tasks as developed below in the following Scope of Services. The survey area includes approximately 138 buildings located between 143<sup>rd</sup> Street to the north, Humphrey Woods to the south, and from West Avenue to the west, to both sides of Beacon Avenue to the east.

**SCOPE OF SERVICES**

1. MIA will attend an initial meeting with designated representatives of VOP to review the project and methodology, including a review and approval of a draft survey form developed by MIA based on VOP's template. MIA will also provide resumes of team members, methodology and a timetable for review by VOP and Illinois Historic Preservation Agency (IHPA.) At this meeting an "Information Packet" assembled by VOP staff will be given to MIA containing:
  - definitive list of the sites to be surveyed (including names, and addresses from a VOP database); if the scope of the survey is modified MIA will assist VOP in determining the revised area boundaries
  - base map of study area, suitable for reproduction
  - map indicating study area within the community
  - list of contact persons with telephone numbers for any local resources
  - copies of previous surveys performed will be made available for review at this meeting
  
2. After the preliminary orientation meeting, MIA will begin the survey/documentation and research portions of the project. These include:
  - A. Survey and photographic documentation, using IHPA guidelines, for the approximately 138 properties identified by VOP.

MCGUIRE  
IGLESKI &  
ASSOCIATES,  
INC.

1234  
SHERMAN  
AVENUE  
EVANSTON  
ILLINOIS  
60202

847 328 5679  
*phone*

847 328 9150  
*fax*



- B. A form will be completed with field gathered information for each property. The prime building on each property will be photographed. Secondary structures when relevant (over 50 years of age) will also be documented. All photographs will be in black and white.
- C. Research development of the community and survey area to develop an in depth assessment of the evaluation criteria including contextual information, background data, and patterns of development areas and periods of significance. Include research on the local vernacular architecture and on the significant architectural styles found in the area.
- D. Evaluate all properties for potential Local and/or National Register Landmark designation or as contributing or non-contributing to an historic district or individually.
- E. Enter all data onto computer formatted survey forms with accompanying data base, including the data supplied by VOP (current name, address), field notes, research, and landmark evaluation. Images for each property will be electronically inserted into each form and the filenames for the images will be shown on the inventory forms. The inventory forms will be printed on acid free archival paper and will be indexed alphabetically by street and numerically by house number. Two (2) sets of the completed individual inventory forms will be bound for archival storage with one (1) provided to VOP and one (1) to IHPA.
- F. The survey (two copies) will be compiled in an appropriately sized binder. Photographic images will be provided in the form of digital color images saved in JPEG format to a CD-ROM and will meet the photographic requirements outlined by IHPA. The digital images will be scanned onto the inventory forms at 3" x 3" or 3 1/2" x 5", and the inventory forms will be printed in black and white.
- G. Complete a Survey Map, on a base map provided by VOP, showing the boundaries of the survey area and indicating the location of all sites surveyed. The map will be at a scale sufficient for depiction of properties with potential for landmark designation.
- H. The collected field data and research will be analyzed, and a Executive Summary Report conforming to the State Historic Preservation Officer's requirements will be submitted with the bound survey and images, and will be written containing:
- a description of the project components, including survey
  - methodology

- landmark evaluation of sites
- a list of the properties organized by address the an approximate construction date, architectural style and/or building type, and identified as historically significant, contributing or non-contributing status
- tabulated survey results including the number of properties surveyed, number of properties researched and inventoried and the number of historically significant, contributing and non-contributing properties
- a bibliography of sources consulted
- detailed historic and current description of the historic context of the survey area
- a map of the survey area
- list of previous surveys undertaken in the community
- identification of all elements that are missing from the current survey
- discussion of difficulties encountered

- I. The final document and survey materials will be submitted as follows:
  1. Two (2) archival sets of the inventory forms with scanned images will be produced; one (1) to be provided to VOP and one (1) to IHPA. Inventory forms will be printed in black and white, single-sided on archival, letter-sized paper. The completed inventory forms will be held in archival quality sleeves and bound in a three-ring binder. The inventory forms will be organized by street address.
  2. Two (2) copies of the Survey Report will be produced; one (1) to be provided to VOP and one (1) to IHPA. Each copy will be printed on letter-sized paper, single sided and bound.
  3. Two (2) CD-ROMs of the digital color photographs in JPEG format will be provided; one (1) to VOP and one (1) to IHPA.
- J. Participation in one meeting for presentation to the VOP. In addition to the initial orientation meeting with VOP staff and/or representatives, two additional daytime meetings, concurrent with survey/research days are included. (Total of four meetings).

#### **CLARIFICATIONS**

For the purposes of submitting a lump sum bid, we include the following clarifications to the Scope of Services. It is assumed:

1. Surveys will be performed only from public right of ways. Every effort will be made to thoroughly survey each of the properties. Since the survey will be performed only from public ways, some data may be limited.



2. The total number of properties to be surveyed is approximately 138. For each of the properties previously identified in the study area, a survey form will be completed. Secondary or auxiliary structures over 50 years of age will be noted on the property survey form, and photographed.
3. MIA will furnish the survey form based on VOP's template generated on our computers. VOP and IHPA review comments (from initial meeting) will be incorporated into the survey form.
4. MIA will provide hard copy all the information.
5. The base maps provided by VOP will be suitable for reproduction and adequate for locating and representing the sites surveyed.
6. No title searches will be performed as part of the information gathering aspect of this survey. Properties will be circa dated based on architectural styles and/or map dating and knowledge of local development periods except when specific local information i.e., on a cornerstone, city archives, and historical society information, etc. is available. Only local archive material and/or VOP records will be utilized for research. These could include previously completed National Register nominations, and local community library and historical society archives and records.
7. Additional meetings or presentations beyond those described under Scope of Services (four meetings) will be considered as Additional Service.
8. Additional copies of the Survey and Completion Report will be considered as a reimbursable expense under Additional Services.

**SCHEDULE**

We anticipate development of the project timeline with considerable input from VOP and are committed to the submission of the final documents per timetable as determined by the VOP.

### QUALIFICATIONS

McGuire Igleski and Associates, Inc., formerly Anne McGuire & Associates, is an architectural firm specializing in historic restoration and preservation. The firm has 7 employees. This firm, with Anne McGuire and Mark Igleski as principals, and Peggy Veregin and Danielle Euer, employees with Master's degrees in Historic Preservation and experienced in historic surveys, will perform the survey. Anne McGuire will be responsible for the overall project.

Previous survey projects completed include:

- Intensive Survey of Targeted Area Lockport, Phases I, II & III 2002, 2003 & 2004
- Intensive Survey (Resurvey) of Two National Register Districts, Wayne, IL, 2003
- Village of Glenview Downtown Architectural Study, Glenview, IL, 2000.
- Rural History Survey, Orland Township, IL, 1995
- Old Orland Historic District, Orland Park, IL, 1991
- Historic Landmarks Survey, Schaumburg, IL, 1992
- Central Business District Historic Survey, Whitewater, WI, 1989
- Interior Survey of the Reliance Building, Chicago, IL, 1994
- Historical Evaluation of Three Pershing Road Warehouses, Central Manufacturing District, Chicago, IL, 2000

Resumes of personnel are appended to this proposal.

### FEES

For the Survey and Completion Report a Fixed Fee including expenses of: \$ 7,900.

Fee Breakdown:

Survey/Documentation	1,900.
Research and Evaluation	1,400
Data Entry	1,000.
Completion Report	1,500.
Meetings	1,100.
Expenses	1,000.

(Estimated expense costs include reproduction, archival sleeves, binders, paper, photocopying archival materials, and transportation).

Additional Survey Forms competed for properties above and beyond the initial 138 defined by VOP, will be completed for \$50/property upon authorization.

Additional Services, which could include the following, would be performed when authorized and would be invoiced at the rates indicated below.

- Additional images (secondary facades, details, etc.)
- Attendance at additional meetings
- Additional copies of the report



MCGUIRE IGLESKI & ASSOCIATES, INC.

and/or other services as authorized

Hourly rates based on the following rates:

for Anne McGuire, Mark Iglesias Principals	\$90/ hour
for Support Staff	\$50/ hour

**PAYMENT SCHEDULE**

Invoices will be submitted on an agreed upon schedule. Payments will be made within thirty days of invoicing.

We look forward to assisting the Village of Orland Park in your efforts. We will be happy to clarify any questions you should have regarding this proposal.

Sincerely,

McGuire Iglesias & Associates, Inc.



Anne McGuire, AIA

# McGUIRE IGLESKI & ASSOCIATES, INC.

## ANNE McGUIRE, A.I.A., LEED AP

### *Principal*

Anne is the principal in charge of project administration and, prior to forming McGuire Igleski & Associates, was sole proprietor for 15 years. She has extensive experience working with municipalities including Aurora, Carol Stream, Chicago, Glenview, Lockport, Orland Park, Riverside and Wayne. As a LEED accredited professional Anne implements energy and environmental design principals, consonant with the inherent sustainable values of historic preservation. She serves private and public clients with survey, assessment, restoration and rehabilitation expertise as well as the full range of architectural services.

### *Education*

Master of Architecture  
University of Pennsylvania  
Graduate School of Fine Arts

Boston Society of Architects Design Award,  
Boston Architectural Center,  
School of Architecture

Bachelor of Arts in Studio Arts cum laude,  
Newton College of the Sacred Heart

### *Professional Licensing & Accreditation*

Registered Architect: Illinois  
NCARB Certificate  
LEED Accredited Professional  
U.S. Green Building Council

### *Professional Affiliations*

American Institute of Architects  
Chicago Chapter  
National Trust for Historic Preservation  
Association for Preservation Technology  
Landmarks Preservation Council of Illinois

### *Professional Activities*

Illinois Historic Sites Advisory  
Council, Appointed for 1995-1997 term

Evanston Preservation Commission  
Member, 1987-1990 Chair: Review and  
Technical Assistance Committee; Associate  
Member, 1985-1986

### *Juror:*

Glencoe Preservation Awards, 2006  
Winnetka Preservation Awards, 1996  
Highland Park Preservation Awards, 1995  
LPCI, Illinois Preservation Awards, 1993  
Hinsdale Preservation Awards, 1992

### *Teaching*

The School of the Art Institute of Chicago.  
Historic Preservation Masters Program;  
Instructor: 1994-2000

### *SELECTED PROJECTS*

- Hotel Florence, Pullman State Historic Site, Chicago, IL. Stabilization and phased restoration of historic hotel.
- Historic Building Preservation Plans. Intensive survey, analysis determination of significance and report to support long-term planning for: Field Museum of Natural History, John G. Shedd Aquarium, and Northwestern University's Annie May Swift Hall
- State of Illinois Capital Development Board. Rehabilitation of Mt. Pulaski and Postville courthouses state historic sites.
- Columbia College Chicago: Campus Preservation Plan and Preservation Guidelines. Intensive survey, identification, analysis and determination of the historic significance and report to support long-term planning for nine historic buildings.
- U of I Memorial Stadium, Champaign, IL. Consultant for renovation of historic stadium including advisement of effect work to have on historic integrity.
- Historic Survey, IL. Directed comprehensive architectural surveys for Aurora, Lockport, Orland Park, Riverside, & Wayne.
- Frances Willard House, Evanston, IL. Conditions Assessment and Historic Structure Report for 1865 National Historic Landmark building.
- Department of Defense: Naval Training Center, Great Lakes, IL. Masonry restoration of Buildings I, 3, 4, 26 & 27 for National Register buildings.
- Northwestern University: Accessibility Remodeling. Design of ramps, circulation and toilet rooms for 10 historic structures on the Evanston campus.
- Aurora Elk's Club Building, Aurora, IL. Exterior masonry evaluation of unique 1926 Mayan Revival style building listed in the National Register of Historic Places.

### *SELECTED SPEAKING ENGAGEMENTS*

- Chicago, IL. Landmarks Preservation Council of Illinois: *Columbia College Historic Campus Preservation Plan*, 2006.
- National Trust for Historic Preservation: Historic Artists' Homes & Studios Workshop, 2006: Consulting Architect.
- Illinois Statewide Preservation Conference: *Sense and Sensibility: Life Safety Codes and Historic Preservation*, 2005



# MCGUIRE IGLESKI & ASSOCIATES, INC.

## MARK IGLESKI, A.I.A.

### *Principal*

Mark is the principal in charge of projects and office production, with more than 17 years of experience in historic preservation and the full range of architectural services. He has extensive experience in façade evaluations, conditions analysis and building rehabilitation, and supervises a broad range of projects to completion, from historically accurate restorations to appropriate repair and rehabilitation. With his experience in building documentation Mark leads the production of detailed HABS building recordation. Mark is currently teaching in the preservation program at the School of the Art Institute of Chicago.

### *Education*

Master of Architecture  
History and Preservation  
University of Illinois  
Urbana-Champaign

Bachelor of Science  
Architectural Studies  
University of Illinois  
Urbana-Champaign

### *Professional Licensing*

Registered Architect: Illinois

### *Professional Affiliations*

American Institute of Architects  
Chicago Chapter

National Trust for Historic Preservation

Association for Preservation Technology

### *Professional Activities*

Speaker: AIA Professional Development  
Conference – *Façade Matters*, Chicago, IL,  
2001

Guest Lecturer: University of Illinois,  
Urbana Champaign, Graduate Program in  
Preservation, 1990, 1992, 2000

Village of Glenview – Glen Redevelopment  
Commission, 1999 - ongoing

Village of Glenview – Appearance  
Commission, 1996-ongoing

Village of Glenview – Naval Air Station  
Design Guidelines Committee, 1998

### *SELECTED PROJECTS*

- **Illinois HABS Documentation.** Directed the production of multiple HABS projects including Chicago Garage, and Menard Correctional Center.
- **Department of Defense: Naval Training Center, Great Lakes, IL.** Buildings No. 3 & 4: evaluation of exterior facades, development of scope and specifications for repair and replacement of original materials.
- **Wabash Avenue Facades, Chicago, IL.** Existing conditions survey and design of façade restoration for four historic commercial facades in National Register Historic District.
- **Swen Parson Hall, Northern Illinois University, DeKalb, IL.** Assessment and Restoration of masonry for 1950s Collegiate Gothic law library building.
- **35 East Wacker Drive, Chicago, IL.** Façade inspection, evaluation and phased restoration of 41-story, terra cotta clad Chicago Landmark.
- **HABS Documentation Menard Correctional Facility, Chester, IL.** Level I documentation of the Administration Building and Level III documentation of the Electric Eye Building.
- **John D. Shoop Academy, Chicago Public Schools, IL.** Masonry restoration of c1926 building, coordinated with construction documents for a new two-story addition.
- **Wrigley Building, Chicago, IL.** Consulting on the rehabilitation of the terra cotta façade.
- **Humboldt Park Stable Adaptive Reuse, Chicago, IL.** Survey interior spaces and recommend restoration procedures for adapting building into a new arts center.
- **Brookfield/Grossdale Railroad Depot, Brookfield, IL.** Exterior rehabilitation and restoration of 1899 depot.

### *HONORS and AWARDS*

- **Landmarks Preservation Council of Illinois, Project of the Year:** Joliet Union Station, 1992
- **Landmarks Preservation Council of Illinois, First Prize:** HABS Drawings, 1987-1988
- **Historic American Building Survey, First Place:** Charles E. Peterson Prize, 1987

MCGUIRE IGLESKI & ASSOCIATES, INC.

PEGGY VEREGIN, M.H.P.

With a background in historic preservation and planning, Peggy has been responsible for survey, documentation, architectural assessment and analysis of the existing conditions of historic resources. Her experience in research and contextual writing are evidenced in multiple Historic American Building Surveys, National Register evaluations, Historic Structures Reports, historic surveys, Section 106 review, and design guideline reports.

*Education*

Master in Historic Preservation  
The University of Georgia  
Athens, Georgia

Bachelor of Arts in History  
Kent State University  
Kent, Ohio

*Professional Affiliations*

National Trust for Historic Preservation  
Landmarks Preservation Council of Illinois

*Professional Activities*

Landmarks Preservation Council of Illinois  
Fund Committee member  
2002 – present

*Juror:*

Oak Park Preservation Awards, 2005

National Trust for Historic Preservation,  
Annual Conferences:  
Providence, Rhode Island 2001  
Fort Worth, Texas 1994

*SELECTED PROJECTS*

- **Historic Surveys.** City of Lockport, Phases I, II and III; Village of Orland Park. Survey of 450 and 43 properties, respectively including architectural assessment, and contextual history.
- **National Register Documentation.** Preparer for the nomination of the Humphrey House, Orland Park, Illinois.
- **Landmarks Commission, Department of Planning and Development, City of Chicago, IL.** Preservation planning consulting to Landmarks Commission. Assisted staff in the evaluation of proposed projects for Landmark properties, permit review and research.
- **Columbia College Chicago: Campus Preservation Plan and Design Guidelines.** Team leader for survey, identification, analysis and determination of the historic significance of nine buildings for long term planning.
- **University of Illinois, Urbana, IL.** Preparer for Illinois HABS documentation of Mumford House and the South Farms Poultry Complex.
- **Field Museum: Historic Building Preservation Plan, Chicago, IL.** Survey, identification, analysis and determination of historic significance for long term planning.
- **Cook County Building, Chicago, IL.** Consulting for windows survey and masonry evaluation. Conducted survey of 1400+ windows for restoration of wood windows and replacement of steel windows. Created database to track and assist in the evaluation of various conditions for differing window types.
- **Madden/Wells/Darrow Homes, Chicago, IL.** Architectural and structural assessment of the Ida B. Wells buildings and National Register eligibility assessment of the properties within the redevelopment area.
- **Frances Willard House, Evanston, IL.** Historic structure report, research and evaluation of interior for an 1865 Gothic Revival, National Historic Landmark. Researched and chose finishes for the restoration of two rooms to c1880, including construction documents.
- **Illinois HABS Documentation.** Preparer for Memorial Stadium at University of Illinois, Hartwig Farm in Galena, Ida B. Wells Housing and Plymouth Hotel documentation; assisted in documentation of Chicago Garage and Jewel Tea Company Headquarters Buildings.
- **Interior Restoration: Carol Stream, IL,** Interior restoration and rehabilitation of c1870 Italianate farmhouse. Research and selection of historic finishes.



MCGUIRE IGLESKI & ASSOCIATES, INC.

**DANIELLE E. EUER, MSHP**

With a background in historic preservation and studio arts, Danielle has been responsible for historic building surveys, building documentation and delineation. She has researched and written for building reports, historic surveys and HABS documentation. Danielle's thesis in substitute materials reflects her interest in building materials; she is responsible for maintaining the office's technical library.

*Education*

Master of Science  
Historic Preservation  
The School of the Art Institute of Chicago

Bachelor of Science in Art  
University of Wisconsin – Madison

*Professional Affiliations*

National Trust for Historic Preservation

*Professional Activities*

Landmarks Preservation Council of Illinois  
Preservation Ball Auxiliary Board  
Spring 2003

National Trust for Historic Preservation,  
Annual Conference:  
Cleveland, Ohio 2002

*SELECTED PROJECTS*

- **Illinois HABS Documentation.** Primary preparer for documentation of the Jane Addams Houses, Menard Correctional Center, Jewel Tea Company Headquarters, Liquid Carbonic Company and 3640 N. Halsted Street.
- **Historic Surveys.** Village of Wayne. Survey of 59 properties. Survey and data entry support for Phase I of Lockport survey.
- **Columbia College Chicago: Campus Preservation Plan and Design Guidelines.** Development of database and team leader for survey, identification, analysis and determination of the historic significance of nine buildings for long term planning.
- **Roosevelt University: Auditorium Building, Chicago, IL.** Window survey for assessment and restoration of original wood windows of National Historic Landmark.
- **Marine Safety Station, Chicago, IL.** Existing conditions survey of 59 wood windows. Created database to track conditions and prepare analysis.
- **Cook County Building, Chicago, IL.** Window restoration and masonry evaluation; assisted in window survey, data entry and materials research.
- **Field Museum, Chicago, IL.** Support for documentation, evaluation and restoration of 4,500 marble units for reinstallation in conjunction with museum expansion. On-site evaluation of marble and data entry.
- **Northwestern University: Historic Mansion Rehabilitation, Evanston, IL.** Research and site documentation for rehabilitation of interior for School of Continuing Studies.

*RELATED EXPERIENCE*

Conservation Technician

- **Wisconsin Concrete Park, Philips, Wisconsin.** Conservation and repair of concrete and glass sculptures in an outdoor setting. Included removal of biological growth, glass repair, in-painting, and minor concrete repair.
- **Tinker Cottage, Rockford.** Interior paint analysis. Obtained and analyzed paint samples under microscope. Prepared cross section drawings of samples.

Documentation

- **HABS/HAER.** Part of documentation team for production of HABS measured drawings for two National Register properties: Pleasant Home, Oak Park, IL; Middaugh Mansion, Clarendon Hills, Illinois. Measured existing structure and designed and prepared individual sheets for drawing sets.

# McGUIRE IGLESKI & ASSOCIATES, INC.

## *ORGANIZATION AND SERVICES*

McGuire Iglesiaski & Associates, Inc. is an architectural firm offering the full range of professional services with a special expertise in historic preservation. Established in 2001, and formerly Anne McGuire and Associates since 1986, the firm is a corporation with Anne McGuire and Mark Iglesiaski as principals and owners.

### *Services include:*

- Existing Conditions Assessments
- Evaluation, Analysis, Planning and Design
- Historic Surveys
- Construction Documents
- Historic Structure Reports and HABS Documentation
- Material Conservation
- Historic Building Preservation Plans
- Historic Landmark Surveys and Design Guidelines
- ADA Compliant Upgrades to existing buildings; the design compatible to the unique characteristics of historic buildings
- Bidding and Construction Phase Assistance

McGuire Iglesiaski & Associates, Inc. is a Women's Business Enterprise certified with the City of Chicago and the State of Illinois and is a member of the Green Building Council with LEED Accredited Professionals on staff. Our knowledge, skills, technical expertise and personal service result in successful projects.

### *Projects include:*

- Consulting to Universities for restoration, repair, ADA and life safety upgrades, and adaptive use. Universities include Roosevelt University, Northern Illinois University, Northwestern University, and Columbia College of Chicago.
- Restoration consulting for Chicago Loop facades, Great Lakes Naval Training Center Historic District buildings, Chicago Public Schools and Brushwood House at Ryerson Conservation Area
- Restoration and Adaptive Reuse of Fitzpatrick House State Historic Site and the Carol Stream farmhouse for meetings and retreat center and Humboldt Park Stable for Puerto Rican Arts and Culture Center.
- Historic Landmark Conditions Assessment for the Chicago Housing Authority, Historic Pullman Foundation, and for the National Park Service
- ADA compliance, material conservation, structural repairs, and upgrades for code compliance for the Evanston Historical Society and Northwestern University
- Historic preservation consulting for projects for State of Illinois, Cook County, Chicago Park District, Village of Brookfield, Roosevelt University and CTA including ornamental plaster, roofing, masonry, concrete, windows, timber and tile
- Historic Landmark Surveys, boundary determinations, design guidelines: Reliance Building, Chicago, villages of Glenview, Orland Park, Wayne, Lockport & Aurora
- I06 evaluations for Chicago Housing Authority, Brookfield Zoo & Chicago Central Manufacturing District buildings
- Existing Conditions Surveys and Feasibility Studies for the Conservation Foundation of DuPage County, Village of Carol Stream, National Trust Flood Response Program and Chicago Park District
- Historic Building Preservation Planning for museum and educational facilities including Field Museum, Shedd Aquarium, Columbia College Chicago, and Northwestern University

Anne McGuire and Mark Iglesiaski, principals, are visiting instructors in the Historic Preservation Masters Program at The School of the Art Institute of Chicago.

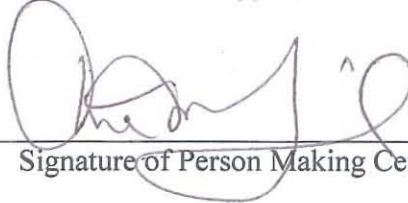


**CERTIFICATION OF ELIGIBILITY  
TO ENTER INTO PUBLIC CONTRACTS**

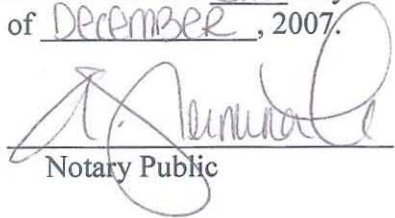
**IMPORTANT: THIS CERTIFICATION MUST BE EXECUTED.**

I, Anne McGuire, being first duly sworn certify  
and say that I am President  
(insert "sole owner," "partner," "president," or other proper title)

of McGuire Iqbal & Assoc, Inc., the Prime Contractor  
submitting this proposal, and that the Prime Contractor is not barred from contracting with any  
unit of state or local government as a result of a violation of either Section 33E-3, or 33E-4 of the  
Illinois Criminal Code, or of any similar offense of "bid-rigging" or "bid-rotating" of any state or  
of the United States.

  
\_\_\_\_\_  
Signature of Person Making Certification

Subscribed and Sworn To  
Before Me This 5th Day  
of December, 2007.

  
\_\_\_\_\_  
Notary Public



TAX CERTIFICATION

I, Anne McGuire, having been first duly sworn  
depose and state as follows:

I, Anne McGuire, am the duly  
authorized

agent for McGuire Iqleski - Assoc., Inc.,  
which has

submitted a proposal to the Village of Orland Park for

Historic Building Survey and I hereby certify  
(Name of Project)

that McGuire Iqleski - Assoc., Inc. is not

delinquent in the payment of any tax administered by the Illinois  
Department of Revenue, or if it is:

a. it is contesting its liability for the tax or the amount of tax in  
accordance with procedures established by the appropriate  
Revenue Act; or

b. it has entered into an agreement with the Department of  
Revenue for payment of all taxes due and is currently in  
compliance with that agreement.

By: [Signature]

Title: PRESIDENT

Subscribed and Sworn to  
Before me this 5th  
Day of December, 2007

[Signature]





## EQUAL EMPLOYMENT OPPORTUNITY

**Section I.** This EQUAL EMPLOYMENT OPPORTUNITY CLAUSE is required by the Illinois Human Rights Act and the Rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, et seq.

**Section II.** In the event of the Contractor's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Human Right Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights (hereinafter referred to as the Department) the Contractor may be declared non-responsible and therefore ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this agreement may be canceled or avoided in whole or in part, and such other sanctions or penalties may be imposed or remedies involved as provided by statute or regulation.

During the performance of this Agreement, the Contractor agrees:

**A.** That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or ancestry; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

**B.** That, if it hires additional employees in order to perform this Agreement, or any portion hereof, it will determine the availability (in accordance with the Department's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

**C.** That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, or physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.

**D.** That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Vendor's obligations under the Illinois Human Rights Act and Department's Rules and Regulations for Public Contract.

**E.** That it will submit reports as required by the Department's Rules and

Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.

F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts.

G. That it will include verbatim or by reference the provisions of this Equal Employment Opportunity Clause in every subcontract it awards under which any portion of this Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as the other provisions of this Agreement, the Vendor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Vendor will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

**Section III.** For the purposes of subsection G of Section II, "subcontract" means any agreement, arrangement or understanding, written or otherwise, between the Vendor and any person under which any portion of the Vendor's obligations under one or more public contracts is performed, undertaken or assumed; the term "subcontract", however, shall not include any agreement, arrangement or understanding in which the parties stand in the relationship of an employer and an employee, or between a Vendor or other organization and its customers.

**ACKNOWLEDGED AND AGREED TO:**

BY:  \_\_\_\_\_

ATTEST:  \_\_\_\_\_

DATE: December 5, 2007



## SEXUAL HARASSMENT POLICY

Please be advised that pursuant to Public Act 87-1257, effective July 1, 1993, 775 ILCS 5/2-105 (A) has been amended to provide that every party to a public contract must:

"Have written sexual harassment policies that shall include, at a minimum, the following information: (I) the illegality of sexual harassment; (II) the definition of sexual harassment under State law; (III) a description of sexual harassment, utilizing examples; (IV) the vendor's internal complaint process including penalties; (V) the legal recourse, investigative and complaint process available through the Department ( of Human Rights) and the Commission (Human Rights Commission); (VI) directions on how to contact the Department and Commission; and (VII) protection against retaliation as provided by Section 6-101 of the Act. (Illinois Human Rights Act). (emphasis added)

Pursuant to 775 ILCS 5/1-103 (M) (2002), a "public contract" includes:

...every contract to which the State, any of its political subdivisions or any municipal corporation is a party."

Anne McGuire, having submitted a proposal for  
McGuire IqbalSKI Assoc., Inc. (Name of Contractor) for  
Historic Building Survey (General Description of Work Proposed on) to  
the Village of Orland Park, hereby certifies that said contractor has a written sexual  
harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4).

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

Authorized Agent of Contractor

Subscribed and sworn to before  
me this 5th day of December, 2007

A. Nermine Mujkanovic  
Notary Public



## REFERENCES

(Please type)

ORGANIZATION City of Lockport Planning Department

ADDRESS 222 East Ninth Street

CITY, STATE, ZIP Lockport, IL 60441

PHONE NUMBER (815) 838-0456

CONTACT PERSON Jodi Herman

DATE OF PROJECT 2002, 2003, 2004.

ORGANIZATION City of Chicago Commission on Chicago Landmarks

ADDRESS 33 N. LaSalle Street, Suite I600

CITY, STATE, ZIP Chicago, IL 60602

PHONE NUMBER (312) 744-3200

CONTACT PERSON Brian Goeken

DATE OF PROJECT 2007

ORGANIZATION Village of Glenview Planning Department

ADDRESS 1700 Glenview Road

CITY, STATE, ZIP Glenview, IL 60025

PHONE NUMBER (847) 904-4321

CONTACT PERSON Helen Wiseman

DATE OF PROJECT 1998

Proposer's Name:

McGuire Togneski & Assoc., Inc.

Signature:





Client#: 58941

MCGUIGLE

<b>ACORD™ CERTIFICATE OF LIABILITY INSURANCE</b>		DATE (MM/DD/YYYY) 12/27/2007
PRODUCER <b>Euclid Insurance Services, Inc</b> 234 Spring Lake Dr Itasca, IL 60143 630 694-3700	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED <b>McGuire Iglesias &amp; Associates, Inc.</b> 1234 Sherman Ave Evanston, IL 60202	INSURERS AFFORDING COVERAGE INSURER A: <b>Hartford Casualty Ins Co</b> INSURER B: <b>Hartford Ins Co - Midwest</b> INSURER C: <b>Zurich American Ins Co-IL</b> INSURER D: INSURER E:	NAIC # 29424 37478 27855

**COVERAGES**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	83SBAPR1248	05/01/07	05/01/08	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
A		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	83SBAPR1248	05/01/07	05/01/08	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
A		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$	83SBAPR1248	05/01/07	05/01/08	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	83WECKB9869	05/01/07	05/01/08	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$500,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$500,000
C		OTHER <b>Architects and Engineers Prof. Liability</b>	EOC937414504	05/13/07	05/13/08	\$2,000,000 each claim / annual aggregate

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

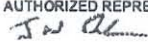
\*Please note: a 10 day notice applies if cancellation is for non-payment of premium.

Professional Liability is written on a 'claims made' policy form.

Project: Orland Park Historic Building Survey  
 (See Attached Descriptions)

**CERTIFICATE HOLDER**

**CANCELLATION**

Village of Orland Park Denise Domalewski 14700 S Ravinia Ave Orland Park, IL 60462	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30*</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
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## IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

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).

## DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.



**DESCRIPTIONS (Continued from Page 1)**

**\*Important: Please note that specific project descriptions are provided as a reference only. Most limits of liability are subject to aggregate amounts and are not dedicated to specific projects.**

**The following are included as Additional Insureds on a primary, non contributory basis with respect to General Liability provided that the named insured has agreed to provide this coverage because of a written contract or agreement:**

**The Village of Orland Park and their respective officers, trustees, directors and employees**

**A Waiver of Subrogation applies to the above named additional insureds with respect to Workers Compensation provided that the Named Insured performs work under a written contract that requires obtaining this agreement.**