



CHRISTOPHER B. BURKE ENGINEERING, LTD.

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January 12, 2016

Village of Orland Park
14700 S. Ravinia
Orland Park, Illinois 60462

Attention: Kurt Corrigan – Transportation and Engineering Manager

Subject: Proposal for Professional Wetland Consulting and Engineering Design
Services for the Doctor Marsh Property in Orland Park, Cook County,
Illinois

Dear Mr. Corrigan,

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit this proposal to the Village of Orland Park (Village) for professional wetland consulting and engineering design services associated with the enhancement of the Doctor Marsh. This proposal includes our Understanding of the Assignment, the Scope of Services and Estimate of Fee.

UNDERSTANDING OF THE ASSIGNMENT

The Doctor Marsh is a +/- 80 acre wetland complex owned by the Village and located south of 151st Street and west of Wolf Road. Due to a land swap agreement with the Illinois Department of Natural Resources (IDNR), the Village is required to make specific improvements to the property including enhancements to the wetlands and other natural features, providing public access, and others modifications. It is our understanding that the Village would like CBBEL to evaluate property for the preparation a wetland delineation and jurisdictional determination. Once completed, CBBEL can complete a wetland enhancement plan based on the IDNR requirements, which include a multi-use path. After receiving concurrence from IDNR for the proposed improvements, CBBEL will prepare a USACE permit submittal for the proposed enhancements. Once approved, CBBEL will prepare wetland enhancement and engineering plans for the proposed improvements.

SCOPE OF SERVICES

Based on our experience with similar projects, we anticipate the following Scope of Services:

Task 1 – Wetland Delineation & Report: An investigation of the project site will be completed to delineate the limits of wetlands and waters of the United States present.

The delineation will be completed based on the methodology established by the U.S. Army Corps of Engineers (USACE). Also during the site visit, wildlife and plant community qualities will be assessed. The limits of the wetland community will be field staked so that they can be professionally surveyed by others in relation to the project coordinate system. We also will locate the delineated boundaries using a submeter handheld GPS unit with GIS level survey accuracy (+/-1 meter).

The results of the field reconnaissance will be summarized in a letter report. The wetlands' generalized quality ratings, according to the Swink and Wilhelm Methodology (1994), must be included along with exhibits depicting the approximate wetland and project boundaries, National Wetland Inventory, Soil Survey, floodplain, Hydrologic Atlas, USGS topography, site photographs and their locations, and the USACE Routine On-Site Data Forms. The wetland delineation will be depicted on an aerial photograph along with all data point locations clearly identified. The letter will also include a discussion of relevant county, state and federal regulations.

Task 2 – Request for Jurisdictional Determination: CBBEL will submit a copy of the report prepared under Task 1 to the USACE and request a jurisdictional determination of identified wetlands.

Task 3: Preparation of a Wetland Enhancement Plan: Using site topography and survey provided by others, CBBEL will prepare a concept plan for wetland restoration. A concept level exhibit will be prepared with representative photographs. Preparation of this plan would not include implementing the plan in the field (grading/seeding/planting/monitoring/etc). Those tasks would be provided by separate proposal.

Task 4 – USACE Regional Permit Application Preparation and Submittal: CBBEL will compile the required exhibits, specifications, data and project information into a Regional Permit application package to the USACE. We will coordinate development of the documents with you and other project team members.

Task 5 – Agency Coordination and Project Meetings: CBBEL will respond to all reasonable requests for information from the USACE during review of the project. We have budgeted for 3 meetings. If more than 3 meetings are necessary, they will be billed by separate proposal.

Task 6 – Topographic Survey: As needed, CBBEL will complete a topographic survey of the project limits and draft the existing condition at a scale of 1"= 40'. The existing conditions plan will be used as the basis of the design.

Task 7 – Geotechnical Investigation: Our sub-consultant, Testing Service Corporation, will prepare a geotechnical soils investigation report in accordance with Village requirements for the preparation of contract documents. The report shall include the collection and all necessary data from soil borings, including evaluation of existing

soil characteristics, and recommendations and locations for remediation of poor soils. The soils reports shall follow all requirements of IDOT's Geotechnical Manual and Subgrade Stability Manual for a project of this type.

Task 8 – Preliminary Plans: CBBEL will prepare preliminary plan/profiles for Village review and comment. CBBEL will meet with the Village to review these plans and obtain input prior to proceeding with final plans.

Task 9 – Utility Coordination: Upon notice to proceed, CBBEL will send a location map to all known utility companies requesting their atlases or plans of their facilities within the project limits. CBBEL will add the received information to the existing conditions plan and send it back to the utility companies for verification. CBBEL will then send preliminary plans with potential conflicts identified, and will set up meetings to discuss necessary utility relocations or plan adjustments. A set of final plans will be submitted to utility companies for verification of facilities. Final plans will be sent in order for the utilities to design any necessary relocations.

Task 10 – Agency Coordination and Permitting: Upon completion of the preliminary engineering plans, CBBEL will coordinate with Cook County, Illinois Department of Natural Resources, the Metropolitan Water Reclamation District of Greater Chicago and other regulatory agencies as needed to secure permits or approval for the proposed project. This task is independent of the USACE permitting.

Task 11 – Final Plans: CBBEL will prepare final contract documents consisting of plans, specifications, estimate of time, status of utilities to be adjusted and an estimate of construction cost. The plans will be prepared in accordance with all Village design criteria.

CBBEL will use IDOT standard pay items and standard special provisions where applicable. Otherwise, project specific special provisions will be written as needed. Plans, special provisions, and the estimate of cost will be submitted to the Village for review. CBBEL will also make any required submittals to IEPA to meet ILR10 NPDES requirements.

Task 12 – Specifications and Cost Estimate: Based on Task 11, CBBEL will update the Specifications and Cost Estimate and prepare the submittal for the bid process.

Task 13 – Bid Documents: CBBEL will make the last revisions to the final submittal based on the Village's review comments. The requested number of copies of plans and specifications will be submitted to the Village. A final estimate of cost and estimate of required working days will also be submitted. In addition to printed copies, we will provide the plans, specifications and estimate to the Village in electronic format.

Task 14 – QC/QA, Meetings and Administration: CBBEL will attend meetings with the Village staff and complete all coordination necessary as needed. CBBEL will coordinate with the Village and others as needed for design and letting. Staff will be responsible for progress reports, scheduling, invoicing, technical direction of staff, project management and coordination CBBEL will complete an internal QC/QA review of all of our required submittals.

*This proposal assumes the project will be financed by local funds. If Federal Funds are to be used, IDOT Phase I and II submittals will be required at additional costs.

ESTIMATE OF FEE


TASK	TOTAL \$
1 - Wetland Delineation and Report	\$ 3,500.00
2 - Request for Jurisdictional Determination	\$ 2,400.00
3 - Preparation of Wetland Enhancement Plan	\$ 8,500.00
4 - USACE Regional Permit Application Preparation and Submittal	\$ 4,200.00
5 - Agency Coordination and Project Meetings	\$ 1,900.00
6 - Topographic Survey	\$ 10,500.00
7 - Geotechnical Investigation	\$ 4,900.00
8 - Preliminary Plans	\$ 6,800.00
9 - Utility Coordination	\$ 1,500.00
10 - Agency Coordination/Permitting	\$ 6,100.00
11 - Final Plans	\$ 27,500.00
12 - Specifications and Cost Estimate	\$ 7,500.00
13 - Bid Documents	\$ 5,000.00
14 - QA/QC, Meetings and Administration	\$ 4,200.00
Direct Costs	\$ 1,000.00
Total	\$ 95,500.00

We will bill you at the hourly rates agreed upon in our General Contract and establish our contract in accordance with the previously accepted General Terms and Conditions. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are included in the fee estimate. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. Please note that any requested meetings or additional

services are not included in the preceding fee estimate and will be billed at the attached hourly rates.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,

 for
Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE
President

Enclosure: Schedule of Charges
 General Terms and Conditions

THIS PROPOSAL, SCHEDULE OF CHARGES AND PREVIOUSLY ACCEPTED
GENERAL TERMS AND CONDITIONS ACCEPTED FOR THE VILLAGE OF ORLAND
PARK:

BY: _____

TITLE: _____

DATE: _____