



VILLAGE OF ORLAND PARK

DOOGAN PARK

CONSTRUCTION ENGINEERING SERVICES

RFP 24-059

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September 5, 2024

Village of Orland Park
Office of the Village Clerk
2nd Floor
14700 S. Ravinia Ave.
Orland Park, IL 60462

Subject: Doogan Park Construction Engineering Services RFP #24-059

Planning Resources Inc. (PRI), a minority-owned landscape architecture and park planning firm based in the southwest suburb of Chicago, is pleased to submit our proposal for the Doogan Park Construction Engineering Services. We believe in the importance of quality parks and recreation spaces and have made it our passion to help communities reach their goals. We have crafted a team of experts to best help The Village of Orland Park make the most of the Doogan Park Improvements. Together we will work toward the following goals for this project:

COMMUNITY BOND AND MEMORABLE EXPERIENCES

It's incredibly important that Doogan Park serves both recreational and leisure opportunities for the community. The PRI team has seen firsthand the impact on the longevity of parks when the community takes pride and ownership in its success. We will collaborate with the Village to meet programming needs so that Doogan Park can continue to serve the community year-round, and continue to build the community bond already established.

DURABLE, COST-EFFECTIVE, ALL-SEASON DESIGN

Doogan Park offers year-round access to outdoor green space and should offer flexibility in use and programming for community access. We will assess and prioritize quality features that will withstand the challenges of both heavy community use and diverse weather conditions. PRI has a proven track record in developing high quality and durable community parks. Our timeless design will prioritize a balance between durability and practicality, helping reduce the need for high-cost maintenance and ensure the park's longevity.

MEANINGFUL AESTHETICS

Our design development approach will focus on integrating the recreational components outlined in the OSLAD grant application, approved by IDNR. Likewise, we will ensure our design options align with Orland Park's vision and aesthetic. Our team excels at creating functional spaces that are both visually appealing and environmentally responsible. We'll prioritize sustainable practices and preserve existing plant life whenever possible, reflecting the Village's commitment to environmental initiatives.

In order to meet your goals we have assembled a multi-disciplined team that is able to address all aspects of the project scope. We have a deep understanding of parks and recreational design, the OSLAD grant process through closeout, and are a proven partner in the area. We have teamed with trusted partners Eriksson Engineering, Haeger Engineering, Construction & Geotechnical Material Testing, Inc., Weber Consulting, and Hines, Inc. Our team will incorporate our multi-disciplinary experiences of working with recreational parks, into the memorable design and anticipated implementation of Doogan Park.

The PRI team is excited for the opportunity to partner with the Village of Orland Park. PRI will abide by the standard form Agreement, have no pending conflicts of interest, and can provide staff availability to proceed promptly and meet the City's schedule. After your review of our submittal, we would be happy to answer any questions or provide further clarifications if needed.

Sincerely,

A handwritten signature in black ink, appearing to read 'Darrell Garrison', is written over a light blue horizontal line.

Darrell Garrison, ASLA, PLA, CPSI, NOMA
Principle-in-Charge/Director of Landscape Architecture
(630) 668-3788 Ext 15. DGarrison@planres.com

SECTION 01

FIRM HISTORY & EXPERIENCE



FIRM HISTORY

Planning Resources Inc. (PRI) is a Disadvantaged Business Enterprise (DBE) specializing in park and recreation planning, site planning, community planning, and landscape architecture. Our team of award-winning landscape architects, designers, and planners is our most important asset. PRI's design professionals are experienced, highly skilled, and widely recognized as the best in their fields. The quality of our work grows from the unique nature of our experiences, where we hail from, how we learned our craft, and how we combine our experiences to meet client needs.

PRI has made its mark in the industry creating recreation environments for entertainment, athletics, and competition venues. Our process engages the voices that matter and builds consensus, and enthusiasm. PRI designs environments that inspire success. Sports and recreation design projects take special expertise. Our impressive portfolio and satisfied clients can attest that we can do it all while still designing creative and quality environments that inspire long-lasting memories and impressions.

EXPERT SERVICES

Landscape Architecture

Park & Recreation Planning

Creative Play Area Design

Sports Park Architecture

Urban Design

Site Planning & Design

OSLAD Grant Applications/Support

OUR PARTNERS

ERIKSSON ENGINEERING ASSOCIATES, LTD.

Eriksson Engineering Associates is not your typical 'Civil Engineering' firm. Leading the industry, they think of themselves as providers of site solutions. With a strong presence in Illinois, Ericksson Engineering Associates has provided support on many local outdoor athletic and recreation facilities.

HAEGER ENGINEERING

Haeger Engineering has provided land surveying services in the Chicagoland area for decades and have survey records on thousands of properties. With multiple licensed Professional Land Surveyors onstaff, they have a strong foundation of providing timely and valuable Land Surveying services.

CONSTRUCTION & GEOTECHNICAL MATERIAL TESTING, INC. HINES INC

Construction & Geotechnical Material Testing, Inc. (CGMT) is assembled with highly trained and qualified staff, consisting of registered engineers, scientists, certified engineering technicians and support staff. They have a proven record of commitment and successful team work needed to perform professional and reliable services.

Hines started as an irrigation design company, and have since evolved into a full service water focused engineering agency. Over the past few decades, their impact of prioritizing the preservation of water resources has been essential for building strong, vibrant communities, and supporting healthy environmental stewardship for generations.

WEBER CONSULTING

Weber Consulting is a professional MEP engineering firm that specialized in collaborating on site specific design projects. With four decades of experience, Weber Consulting provides efficient engineering to meet the budget, schedule, and project goals.

FOOTBALL/TRACK & FIELD STADIUM, COUNTRY CLUB HILLS



The competition level Community Park Track & Field/Football Stadium is one of many successful projects completed between PRI and the City of Country Club Hills. The work consisted of an approximately 1,500 square foot fieldhouse/concession building renovation with outdoor patio space, a stadium football field with synthetic playing surface and athletic field improvements. Including: a practice soccer field, four pole sports lighting system, scoreboard, concrete walks/hard surface access for emergency vehicles, fencing, state-of-the-art audio system, a press box and elevated permanent seating for more than 800 people and capabilities to host as many tournaments as scheduled.

CLIENT:

Henrietta Turner
Former City Manager
City of Country Club Hills

LOCATION:

Country Club Hills, Illinois

SCOPE OF SERVICES:

Site Planning, Landscape Design,
Construction Bid/Documents, and
Contract Administration

HICKORY GLEN PARK



Planning Resources Inc. worked with the Village of Glenwood Parks & Recreation Department to redevelop an existing park in Glenwood. The park serves as a major sports field area for local teams. Funded in part by the Illinois Department of Natural Resources OSRAD Grant Program, PRI developed a master plan, construction documents and oversaw bidding, construction observation and contract administration for Hickory Glen Park.

The park includes numerous areas for different types of sports and recreation activities, including a tennis court, sand volleyball, basketball, exercise stations, three baseball fields and a lighted football field. The sports core includes seating for players and spectators as well as a shelter. The park also includes a train-themed creative play area to commemorate the Village of Glenwood's railroad origin.

CLIENT:

Donna Gayden
(past Village Administrator)
Village of Glenwood

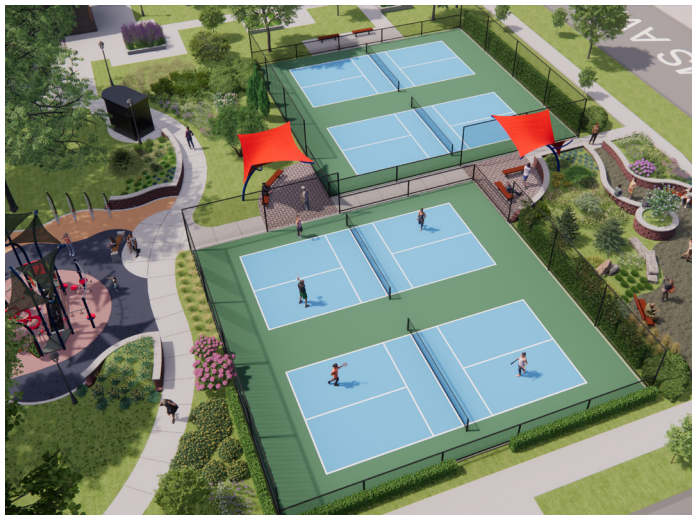
LOCATION:

Glenwood, Illinois

SCOPE OF SERVICES:

Grant Consulting, Site Master Plan,
Landscape Design, Construction Bid/
Documents, and Contract Administration

LONGFELLOW PARK



The design for Longfellow Park was completed in collaboration with the Park District of Oak Park and Oak Park resident feedback. PRI created a park design that responds to the needs of the residents and honors PRI's original design with inclusivity at the forefront to engage visitors of all ages and abilities through sensory experience. At the entrance of the park design is a plaza with seat walls and sensory planting, creating a sense of arrival for the park. The two tennis courts have been resurfaced and converted into four pickleball courts after receiving resident feedback. The creative play area has been expanded with new fully accessible equipment, with an ages 2-5 play area and an ages 5-12 play area separated by a winding pathway. The splash pad has also been expanded with colorful overhead spray elements to create a more exciting environment.

The original design for Longfellow Park Phases I and II was completed in 2011. The park included a full-size basketball court, a creative play area for children ages 2-12, splash pad, tennis court improvements, and walking path. *The park was awarded an Access to Recreation Grant which is accepted by parks meeting Universal Design principles.* Park Phases I and II received the ILASLA Merit Award for Recreational Design in 2012.

CLIENT:

Jan Arnold
Executive Director
Park District of Oak Park

LOCATION:

Oak Park, Illinois

SCOPE OF SERVICES:

Conceptual Design, Renderings, OSLAD
Grant Application, Public Engagement,
Construction Documents, Construction
Administration

COMPLETION DATE: 2026

WATER CHASE PARK



New Lenox Community Park District awarded the new Water Chase Park project to Planning Resources Inc. in 2023. PRI provided OSLAD grant consulting services, a site master plan, and conceptual design for the 3-acre park. NLCPD was the recipient of a \$600,000 grant from the IDNR.

Water Chase Park includes a pavilion, pickleball court area, a 7-car on-site parking lot with an 11-car on-street parking bay, age 5-12 creative play area, wiffleball field, walking trail, shuffleboard and baggo, and landscaping. The goal of the project was to help serve 547 single-family homes in the surrounding area as well as expand multi-generational recreational opportunities, offer accessible amenities, and enhance the natural environment in the New Lenox Community Park District.

Water Chase Park represents PRI's 24th project for the district and continues our working relationship that began in 1998.

CLIENT:

Greg Lewis
Executive Director
New Lenox Comm. Park Dist.

LOCATION:

New Lenox, Illinois

SCOPE OF SERVICES:

Grant Consulting, Site Master Plan,
Landscape Design, Construction Bid/
Documents, and Contract Administration

SKY HARBOR PARK



New Lenox Community Park District (NLCPD) was awarded a \$400,000 OSAD grant for the design and construction of the Sky Harbor Park in 2020. The NLCPD awarded the design of the new park to PRI. The firm provided site planning, landscape design, and construction documents for the 4-acre park. The park features a variety of amenities, including bocce & bag courts, tennis & pickleball courts, fitness challenge course, two pavilions, a brightly colored accessible creative play area, and a paved perimeter walking/running path. The park also includes a 21-car parking lot with eco-paver circular drop-off, enhanced landscaping and a paved walking/running path.

The design goal for the project was to create a park that would be a welcoming and accessible destination for people of all ages and abilities. The requisite number of meetings were held with the public before submitting the grant in 2020.

PRI was excited to once again partner with the NLCPD on this assignment. NLCPD has been a PRI client since 1998.

CLIENT:

Greg Lewis
Executive Director
New Lenox Comm. Park Dist.

LOCATION:

New Lenox, Illinois

SCOPE OF SERVICES:

OSAD Grant Consulting, Site Planning,
Landscape Design, Construction Bid/
Documents, and Contract Administration

SOEHRMAN PARK



Planning Resources Inc. was awarded Soehrman Park Phase 2 in 2022 following the completion of our work on Phase I. The new playground is designed to accommodate more than 100 children ages 2-5 and 5-12 at the same time. Occupying 7,000 square feet, this playground includes a large colorful pirate ship play system with multiple slides, climbers, spinners, a crawl tunnel, and a series of overhead events. There are several universally designed features, including a ground level merry-go-round that is accessible for wheelchairs, wide ramps, communication boards, and an Innova Rocker. The poured-in-place rubber surfacing with a nautical theme includes images of sharks, stingrays, and sea creatures. The cast-in-place surfacing also pays homage to 'Historic Route 66' that runs through the community of Countryside, Illinois – part of the famous highway that connected Chicago to southern California.

This newly redeveloped playground adds a bounty of bright colors to the park's landscape creating a lively, magical world for children and caregivers within the Pleasant Dale Park District. The park is 6.9 acres.

CLIENT:

Matt Russian
Executive Director
Pleasant Dale Park District.

LOCATION:

Burr Ridge, Illinois

SCOPE OF SERVICES:

Master Design Plan, Landscape Design,
Construction/Bid Documents and
Contract Administration services

COMPLETION DATE: 2024

LEIGH CREEK SOUTH PARK



Planning Resources Inc. provided OSLAD grant assistance, site master planning, and landscape design for the new 3.61-acre park. The park development features a central shelter that serves as a “nerve center” for the park site, bags and bocce plaza, creative play areas, fitness stations, adaptive softball field, and walking/running path with fitness nodes.

The accessible park offers adaptive and special recreational services to kids and adults with a universally designed playground that will complement the Lincolnway Special Recreation Association (LWSRA) facility on the adjacent park site, and basketball and Bankshot courts.

The park expands recreation opportunities, improves ADA access, and enhances the natural environment. The NLCPD serves a large community and the grant funds will allow them to continue offering high quality programs and facilities while also developing this universally designed playground and park site in conjunction with the LWSRA.

CLIENT:

Greg Lewis
Executive Director
New Lenox Comm. Park Dist.

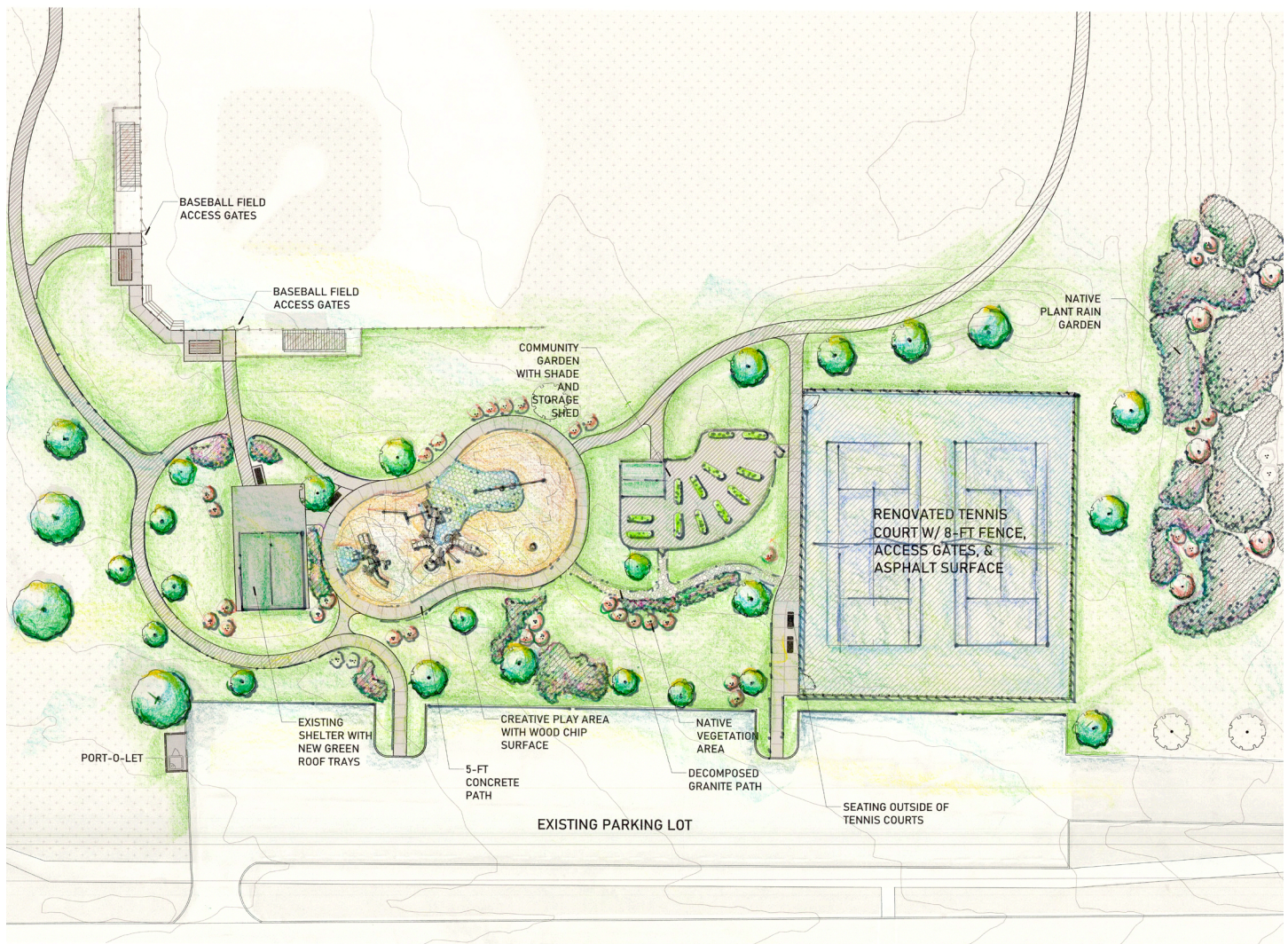
LOCATION:

New Lenox, Illinois

SCOPE OF SERVICES:

OSLAD Grant Assistance, Site
Master Planning, Landscape Design,
Construction Documents, Construction
Administration

HUNTER PRAIRIE PARK



Planning Resources Inc. was awarded grant consulting services, master plan, and landscape design services project by Frankfort Square Park District. The park district was the recipient of an OSLAD Grant in 2024 for the redevelopment of the Park. The park is 7.5 acres and offers a variety of recreational amenities, including a baseball field, playground equipment, and tennis courts.

Planned improvements include the following: a new creative playground for children 2-5 and 5-12 years of age with inclusive equipment, a new basketball point-and-shoot area, a walk/jog trail with neighborhood connections, a community garden with a storage structure, improvements to an existing shelter, new interpretive signage, renovated tennis courts, a ballfield renovation including batting cages, as well as a native pollinator/rain garden.

The primary objectives of the park renovation are to:

- Repair and improve the existing amenities.
- Add new amenities to meet the needs of the community.
- Make the park more accessible to people of all abilities.
- Improve the environmental value of the park.

CLIENT:

Audrey Marcquenski
Executive Director
Frankfort Square Park District

LOCATION:

Frankfort, Illinois

SCOPE OF SERVICES:

Site Master Plan, Landscape Design,
Design Development, and Construction
Documents

Completion Date: 2026

SECTION 02

TEAM QUALIFICATIONS



TEAM QUALIFICATIONS

Planning Resources Inc. has assembled a multi-disciplinary team of professionals. Darrell Garrison leads Parks and Recreation design with decades of 'hands-on' project involvement. As the Principle in Charge, he oversees design excellence, project quality control, and document coordination. Jennifer Kelliher brings extensive project management and project landscape architect experience from a diverse array of complex site projects. She will keep the project moving on a day-to-day basis,

leveraging expertise from our core team. Gabe Yang will serve as Landscape Designer. He will support the project's graphic exhibits, detailed production drawings, and final deliverables with his technical skills and outstanding graphic design expertise.

The core team was designed to meet the needs of the Doogan Park project. Firm history, resources, and individual specialist staff was taken into account in the team decision making process.

VILLAGE OF ORLAND PARK

LEADERSHIP

DARRELL GARRISON

PLA, ASLA, CPSI, NOMA

Principal-in-Charge

*Planning Resources Inc.***JENNIFER KELLIHER**

PLA, ASLA, LEED GREEN ASSOCIATE

Project Manager, Sr. Landscape Architect

Planning Resources Inc.

CORE TEAM

GABE YANG

ASLA, AIA

Landscape Designer

*Planning Resources Inc.***TIM BROWN**

PE

Civil Engineer

*Eriksson Engineering Associates***TOM WEBER**

PLA, ASLA, NOMA

MEP

*Weber Consulting***KEVIN SHAFFER**

PE, SIT, CFM, CPESC

Land Surveyor

*Haeger Engineering***JIM DAVIS**

LI

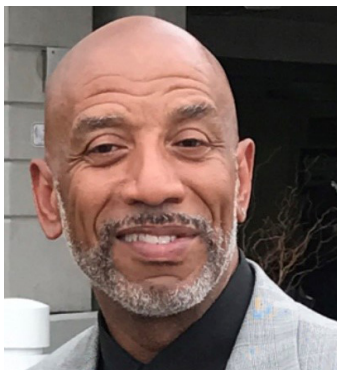
Irrigation

*Hines Inc.***PRATIK PATEL**

PE

Geotech

CGMT



DARRELL E. GARRISON, ASLA, PLA, CPSI, NOMA

Principal-in-Charge/Director of Landscape Architecture

EDUCATION

- Bachelor of Science, Landscape Architecture, Ball State University, 1988
- Bachelor of Science, Environmental Design, Ball State University, 1988

REGISTRATIONS

- Registered Landscape Architect: State of Illinois #157-000155

AFFILIATIONS

- American Society of Landscape Architects
- National Organization for Minority Architects – Affiliate Member
- Illinois Parks and Recreation – Commercial Member
- Lambda Alpha International (Ely Chapter) – Member

SPEAKING ENGAGEMENTS

- College of DuPage, 2003-2010, "Landscape Design & Presentation Graphics, Guest speaker
- BlackLAN (Black Landscape Architect's Network), June 2024, Juneteenth Webinar - "Different Modes of Landscape Architecture", Guest Panelist
- NOMA (National Organization of Minority Architects), October 2021, Virtual NOMA Conference, "NOMA 50: Homecoming", Guest Speaker

QUALIFICATIONS

Darrell is the President and CEO of Planning Resources Inc. and has over 36 years of experience in designing and shaping communities and open spaces throughout the Chicago metropolitan area. He brings to his work both an extensive knowledge of landscape architecture and an in-depth understanding of public spaces. Darrell has been instrumental in positioning Planning Resources Inc. as one of the leading recreational planning and design firms serving a variety of clients in the commercial and municipal markets. He brings experience in developing creative integrated design environments for recreation areas which adhere to the ever-changing accessibility requirements of the Americans with Disabilities Act (ADA) guidelines. His passion for taking a client's vision for a project and implementing it in ways that are innovative yet sensitive to costs, has garnered him the respect of those within the industry.

Darrell's experience includes multi-phased redevelopment plans, athletic fields, pickleball courts, universally designed playgrounds, linear and urban parks, landscapes and designs that utilize the LEED green building rating system for sustainable developments.

His work includes a variety of projects but his passion for creating outdoor learning and recreational environments has produced several award-winning projects. His skills and interests lie in the development, coordination, and implementation of interdisciplinary projects from schematic design to the built environment.

Signature Projects

Pleasant Dale Park District, Burr Ridge, Illinois

- White Buffalo Park
- Soehrman Park - Ph. 1 and Ph. 2
- Walker Park *

New Lenox Community Park District, New Lenox, Illinois

- Hibernia Park - Ph. 1 & Ph. 2 *
- Water Chase Park *
- Leigh Creek South Park *
- Sky Harbor Park *
- Country View Royal Meadows Park *
- Walker Country Estates *

Frankfort Square Park District, Frankfort, Illinois

- Hunter Prairie Park *

Sugar Grove Park District, Sugar Grove, Illinois

- Harter Park - Multi-Court Transformation (Pickleball/Roller Hockey)
- Black Walnut Park *

Park District of Oak Park, Oak Park, Illinois

- Longfellow Park *
- Andersen Park

* OSLAD Grant Consulting Services



JENNIFER KELLIHER, PLA, LEED GREEN ASSOCIATE

Project Manager/Senior Landscape Architect/Senior Associate

EDUCATION

- Bachelor of Science, Landscape Architecture, Minor in Urban Planning, Texas A & M University, 2011

REGISTRATIONS

- Registered Landscape Architect: State of Illinois #157-000155
- LEED Green Associate

AFFILIATIONS

- American Society of Landscape Architects
- U.S. Green Building Council
- Green Roofs for Healthy Cities

AWARDS

- ULI Americas Awards for Excellence/2024
The Bottleworks District
- IL-ASLA Merit Award/2018
The Park at Wrigley

QUALIFICATIONS

As Senior Landscape Architect/Associate, Jennifer brings more than 13 years of experience to PRI's landscape architecture practice.

Jennifer has been involved in large-scale projects across the Midwest that encompass recreational facilities, historic districts, streetscapes, and affordable housing developments. Her expertise includes integrating aesthetic and functional green infrastructure into the built environment, organizing spaces into the urban landscape, and preserving cultural landscapes.

With her previous firm, Jennifer's diverse portfolio of work ranged from local parks to city-wide master plans with an emphasis on green infrastructure. Her career began at the National Park Service, where her work focused on historic preservation and cultural landscapes. Jennifer has won numerous awards for her work and provides a unique approach to her projects.

Signature Projects

Hunter Prairie Park, Frankfort, IL

- Landscape Architect for 7.5-acre park with updated amenities, including a new creative play area, community garden with green roof pavilion, basketball point-and-shoot court, and renovated baseball dugout and tennis courts.

The Park at Wrigley, Chicago, IL *

- Landscape Architect for the design of a 50,000 SF plaza framed by Wrigley Field, a new six-story office building with amenity deck and green roof, and raised plants along the streetscape with bleacher style seating. The majority of the plaza sits above the below grade clubhouse, which added a level of complexity to the unsuspecting green roof. The plaza has a large central lawn area, small stage, Splash Fountain, and open hardscape.

Park 598, Chicago, IL *

- Landscape Architect for design and construction documents for a 4-acre park for the Chicago Park District. The passive family friendly green space includes a nature inspired playground, adult exercise area, fenced dog friendly area, and an oval walking track.

Elgin Sports Complex Phase I Implementation - Elgin Park District, Elgin, IL *

- Project Manager and Landscape Architect for the first phase of the Elgin Sports Complex. The City acquired 90 acres of land adjacent to its existing sports complex with a vision to fill a deficit of soccer fields in their community. This project is the first phase of a master plan for the city.

I-65 Kankakee Welcome Center, Roselawn, IN *

- Landscape Architect for 32-acre welcome center site including a 3/4 mile walking trail, playground, outdoor exercise space, dog park, and retention pond. The planting palette includes a variety of native seed mixes and native trees to shelter the new bee, bird, and bat habitats.

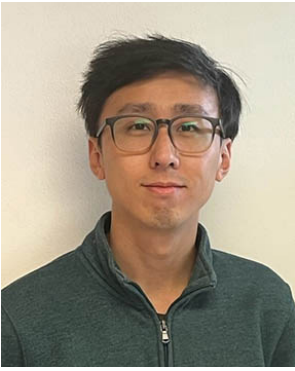
Alonzo Stagg H.S., Consolidated High School District 230, Palos Hills, IL *

- Baseball and Softball Field Renovation

Hartford Union High School, Hartford, WI *

- Athletic Fields

* Represents project experience prior to joining PRI



GABE YANG, ASLA, AIA

Landscape Designer

EDUCATION

- Bachelor of Architecture, Illinois Institute of Technology, 2020
- Master of Landscape Architecture, Illinois Institute of Technology, 2022

AFFILIATIONS

- American Society of Landscape Architects
- American Institute of Architects

As a Landscape Designer, Gabe's passion for design includes park and recreation planning, institutional planning, historic plazas, botanical gardens, and urban design. He will utilize his technical CAD drafting skills and outstanding graphic design expertise to provide the required perspective renderings, graphic exhibits, digital models, and final deliverables. His technical skills also include assisting in the preparation of construction documents for playgrounds and municipal developments.

Gabe has gained extensive experience both domestically and internationally developing a diverse skillset in landscape architecture. He excels at collaborating with design teams to find innovative and sustainable solutions to complex challenges.

His prior experience included working as a Research Assistant while pursuing his master's degree in Landscape Architecture.

Signature Projects

New Lenox Community Park District, New Lenox, Illinois

- Hibernia Park - Ph. 2 *
- Water Chase Park *

Frankfort Square Park District, Frankfort, Illinois

- Hunter Prairie Park Concept Plan *

Crete Park District, Crete, Illinois

- Lincolnshire Park Concept Plan *
- Swiss Valley Park Concept Plan

Pleasant Dale Park District, Countryside, Illinois

- Soehrman Park - Phase 2

Park District of Oak Park, Oak Park, Illinois

- Longfellow Park Master Plan *
- Andersen Park

Sugar Grove Park District, Sugar Grove, Illinois

- Black Walnut Park *
- Harter Park - Multi-Court Transformation (Pickleball/Roller Hockey)

Belvidere Park District, Open Space Master Plan, Belvidere, Illinois

- Comprehensive Master Plan

North Lawndale Employment Network, Chicago, Illinois

- Urban Apiary & Education Center Garden Concept Plan

* OSRAD Grant Consulting Services

SECTION 03

PROJECT UNDERSTANDING & APPROACH



PROJECT UNDERSTANDING

We understand that the Village of Orland Park is looking to redevelop progressive and enriching recreation and leisure opportunities at Doogan Park. The redevelopment area of Doogan Park, as envisioned, is to expand on the active recreation programming, which includes eight (8) pickleball courts, two (2) bocce ball courts, a basketball half-court, full-size soccer field, 60' baseline baseball field, and a playground. The Village is exploring both a natural and synthetic turf soccer field. Passive engagement is offered through a partially shaded gathering area near the pickleball courts, additional gathering space under a pavilion near the playground, and an enhanced sledding hill. To support park activity there will be a 30'x40' shelter with two (2) unisex bathrooms and wall mounted water fountain, expanded parking, landscape planting improvements, and site furnishings to support recreational and passive activities. When complete, Doogan Park will provide an exciting and attractive community space for families in the area.

TECHNICAL APPROACH

Our Team of experienced landscape architects and engineers will work closely with the Village of Orland Park to continue to develop a park design that is unique and memorable. Our approach for park and recreation venues is simple and straight forward. It has been developed through the successful design, implementation and completion of many local parks within the region such as the New Lenox Community Park District, Tinley Park Park District, and Frankfort Square Park District to name a few.

TASK A. PRE-DESIGN/SITE ASSESSMENT

Site Analysis and Assessment

During this phase, we will develop an understanding of the project area and context of the surrounding parkland. We will hold a Project Meeting to gain concurrence on roles, review project schedule, deliverables required, obtain available background data for the site, and establish a working partnership with individuals who will be involved in the project. We will also visit the project area with Village of Orland Park staff to review and develop an understanding of the project's goals related to existing vegetation, natural systems, site constraints, utilities, and infrastructure while refining the details of the programming needs. The project area will be analyzed by the PRI team, in terms of cultural and policy factors, as well as the physical constraints and opportunities that factor into the appropriate location and configuration of the proposed facility. Understanding the existing site drainage will be a priority to address the flooding on the west portion of the site and potential stormwater permitting requirements for the project.

PRI will meet with Village staff to confirm the vision for the project. Vision related to character, appearance, programming, and quality of the facilities.

TASK B. DESIGN DEVELOPMENT

The design development phase is where we will begin to flesh out the overall design of Doogan Park. This will include refining a proposed layout plan, rough grading study plan with preliminary drainage and utilities layout, site furnishings and planting palettes, and an updated cost estimate. We will also conduct an initial code compliance review to ensure that the design meets all applicable requirements. In addition, we will review the revised plan with the project's IDNR Grant Administrator to identify any necessary adjustments to ensure the project remains eligible for funding. PRI will meet with The Village to discuss the design development and incorporate agreed-upon changes in an updated rendered plan for The Village's use.

TASK C. CONSTRUCTION DOCUMENTATION

The construction documentation phase is where we will finalize the design of Doogan Park and create the construction drawings and specifications setting forth in detail the requirements for the construction of the project. One bid package is anticipated. Bid Add Alternates, such as synthetic turf, will be included.

Final design documents will conform to municipal, county, state and federal laws, regulations, ordinance, and interpretations. These will include:

Construction Drawings: Site preparation, Earthwork and Grading, Stormwater and Drainage, Utilities: Water, Sewer, Electrical, Athletic fields and courts, Support structures and parking lots, Restroom building, Landscape, Site Furnishings and lighting, and Playground.

Permitting: The construction drawings will outline all necessary permits. Zoning, Plan Commission, and Village Board approvals are not currently anticipated, and excluded. Potential permits may include: water service, building permit, stormwater management, sanitary sewer, IDPH (Illinois Department of Public Health) approval, and NPDES (National Pollutant Discharge Elimination System) permit.

Specifications: The specifications will describe the materials and construction methods to be used in the splash pad. They will also include requirements for testing and inspection.

Project Meeting: Progress Submittal and Review Meetings (3 Total). Once the construction drawings and specifications are drafted, we will meet with the Village of Orland Park to review and discuss them. This will provide the Village with

an opportunity to provide feedback and make any necessary changes. We will hold three progress submittal and review meetings in total: at 50% complete, 75% complete, 95%, and 100% complete.

Cost Estimation Review: We will update the cost estimate at 75% and 95% during the construction documentation phase. This will ensure that the Village of Orland Park staff is always aware of the project's cost.

Project Manual and Technical Specifications: We will review and coordinate the project manual with Village staff. The project manual will include bid proposal forms, legal advertisement, special conditions, instructions to bidders, and technical specifications. Front end documents will be provided by The Village.

Final Estimate of Probable Construction: We will prepare a final estimate of probable construction based on the final construction drawings and technical specifications. This estimate will be used by Village staff to budget for the project.

Quality Control Review: We will review the construction drawings and specifications to ensure that they are accurate and complete. This review will identify any construction elements that need clarification or additional annotation. This will help to ensure that the Village receives competitive bids from contractors.

Bid Support: The PRI team will be available to answer questions and provide any necessary clarification during the

SERVICES NOT INCLUDED:

Our scope of work does not include the following work, and will be compensated for a pre-agreed amount, or on an hourly basis in accordance with the current rate schedule:

- Owner/Village-initiated plan revisions for previously completed and approved work during the construction document process.
- Soil Erosion and Sedimentation Control Inspections;
- Exhaustive nor continuous on-site inspections to check the quality nor quantity of work beyond those specified or as mutually agreed to by Village and PRI during the Construction Administration/Construction Observation Task (if required).
- The contract administration phase is an important step in the Doogan Park redevelopment process. PRI is highly experienced in overseeing construction, and through a separate RFP can help to ensure that it is built to the Village's standards and expectations

VILLAGE RESPONSIBILITIES

The Village shall provide all the information to the Landscape Architect required for the timely preparation of the plans and documents.

The Village shall identify objectives, schedule, and budget and provide them to the Landscape Architect during Task A identified previously.

The Village shall be responsible for the bidding of the project.

USE OF DOCUMENTS

All drawings and documents prepared by the Landscape Architect for this project are for sole use with respect to this project and are the products for the services provided by the Landscape Architect.

The Landscape Architect is the author of these drawings and documents, and retains legal, statutory, reserved rights and copyright privileges.

The Village shall retain copies of drawings and plans and use such documents in the execution of the project.

ASSUMPTION

This proposal assumes the washroom/storage/mechanical building will be a prefabricated structure manufactured by a qualified vendor, eliminating the need for a separate building architect for a "stick built" structure. The chosen manufacturer will collaborate with our team (Planning Resources Inc. - PRI) to:

- Obtain development permit approval from Orland Park at no additional cost to PRI or the project.
- Provide necessary documentation to facilitate the approval process.

The prefabricated building manufacturer will provide their expertise and assistance at no additional cost to PRI or the project. This ensures transparency and cost control throughout the design and construction phases.

SECTION 04

FEE & PROPOSED SCHEDULE



PROPOSED FEE

Task A – Pre-Design and Site Assessment	\$ 6,000
Task B – Design Development Services	\$ 24,000
Task C – Construction Documentation Services (Incl. Civil Eng)	\$ 28,000
<i>Sub-Total</i>	<i>\$ 59,000</i>
Direct Cost –	
Survey Consultant (Boundary and Topo)	\$ 29,000
Civil Consultant	\$ 38,250
MEP Consultant	\$ 23,375
Geotech Consultant	\$ 6,895
Irrigation Consultant	\$ 12,000
Production and General Project Expenses	\$ 1,000
<i>Sub-Total</i>	<i>\$ 110,520</i>
Basic Scope of Services Total Compensation	\$ 168,520
As Needed -	
ALTA/NSPS Survey	\$ 3,500
Total inclusive of ALTA	\$ 172,020

Additional Meetings: Compensation for additional meetings with Village staff, Park Board, or public, shall be performed by PRI Principal and/or the Project Manager at \$525.00 per meeting/person.

PROPOSED SCHEDULE

Doogan Park Const. Engineering Services

		2024												2025																
Month	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July	August	September	October	November	December		
Week	1	2	3	4	1	2	3	4	5	1	2	3	4	1	2	3	4	1	2	3	4	5	1	2	3	4	1	2	3	4
Task	Holiday	*					*				*			*		*		*		*		*		*		*		*		*
0.0 RFP																														
0.1 RFP Submittal																														
0.2 NTP																														
1.0 Existing Conditions Analysis																														
1.1 Topographic survey																														
1.2 Soil Borings and Geotech Report																														
1.3 Existing Conditions Assessments																														
1.4 Permit Matrix																														
2.0 Design Development																														
2.1 Rough Order Magnitude of Cost																														
2.2 Regulatory Requirements																														
2.3 Review Meetings																														
3.0 Construction Documents																														
3.1 50% Construction Documents																														
3.2 75% Construction Documents																														
3.3 95% Construction Documents																														
3.4 100% Construction Documents																														
3.5 Rough Order Magnitude of Cost																														
3.6 Review Meetings																														
4.0 Permits and Bid (Village responsible for bid)																														
5.0 Construction (9 months April 2025-December 2025)																														

SECTION 05

REQUIRED FORMS





REQUIRED FORMS CHECKLIST

1. Proposal Summary Sheet	-	Included
2. Certificate of Compliance	-	Included
3. References	-	Included
4. Insurance Requirements	-	Included, once awarded, PRI will provide the Required Policy Endorsements

PROPOSAL SUMMARY SHEET
RFP #24-059
Doogan Park Construction Engineering Services

Business Name: Planning Resources Inc.

Street Address: 913 Parkview Blvd.

City, State, Zip: Lombard, IL 60148

Contact Name: Darrell E. Garrison, PLA

Title: President/CEO

Phone: 630.668.3788 Fax: 630.668.4125

E-Mail address: dgarrison@planres.com

Price Proposal

PROPOSAL TOTAL **\$** \$168,520.00

AUTHORIZATION & SIGNATURE

Name of Authorized Signee: Darrell E. Garrison

Signature of Authorized Signee: 

Title: President/CEO Date: September 5, 2024

 ORLAND PARK
CERTIFICATE OF COMPLIANCE

The undersigned Darrell E. Garrison, as President/CEO
(Enter Name of Person Making Certification) (Enter Title of Person Making Certification)

and on behalf of Planning Resources Inc., certifies that:
(Enter Name of Business Organization)

1) BUSINESS ORGANIZATION:

The Proposer is authorized to do business in Illinois: Yes ☒ No ☐

Federal Employer I.D.#: 36-3154489
(or Social Security # if a sole proprietor or individual)

The form of business organization of the Proposer is (*check one*):

☐ Sole Proprietor
☐ Independent Contractor (*Individual*)
☐ Partnership
☐ LLC
☒ Corporation Illinois June 24, 1981
(State of Incorporation) (Date of Incorporation)

2) STATUS OF OWNERSHIP

Illinois Public Act 102-0265, approved August 2021, requires the Village of Orland Park to collect "Status of Ownership" information. This information is collected for reporting purposes only. Please check the following that applies to the ownership of your business and include any certifications for the categories checked with the proposal. Business ownership categories are as defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act, 30 ILCS 575/0.01 *et seq.*

Minority-Owned ☒ Small Business ☐ (SBA standards)
Women-Owned ☐ Prefer not to disclose ☐
Veteran-Owned ☐ Not Applicable ☐
Disabled-Owned ☐

How are you certifying? Certificates Attached ☒ Self-Certifying ☐

STATUS OF OWNERSHIP FOR SUBCONTRACTORS

This information is collected for reporting purposes only. Please check the following that applies to the ownership of subcontractors.

Minority-Owned ☐ Small Business ☐ (SBA standards)
Women-Owned ☐ Prefer not to disclose ☐
Veteran-Owned ☐ Not Applicable ☒
Disabled-Owned ☐

3) **ELIGIBILITY TO ENTER INTO PUBLIC CONTRACTS:** Yes ☒ No ☐

The Proposer is eligible to enter into public contracts, and 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.

4) **SEXUAL HARASSMENT POLICY:** Yes ☒ No ☐

Please be advised that 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 a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4) and includes, 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 (the "Department") and the Human Rights Commission (the "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."

5) **EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE:** Yes ☒ No ☐

During the performance of this Project, Proposer agrees to comply with the "Illinois Human Rights Act", 775 ILCS Title 5 and the Rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, et seq. The

Proposer shall: (I) not discriminate against any employee or applicant for employment 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; (II) examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization; (III) ensure 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; (IV) 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; (V) 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; (VI) 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; and (VII) 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 Proposer 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 Proposer 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. Subcontract" means any agreement, arrangement or understanding, written or otherwise, between the Proposer and any person under which any portion of the Proposer'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 Proposer or other organization and its customers. In the event of the Proposer'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 the Proposer 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.

6) TAX CERTIFICATION: Yes [x] No []

Contractor is current 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.

7) AUTHORIZATION & SIGNATURE:

I certify that I am authorized to execute this Certificate of Compliance on behalf of the Contractor set forth on the Proposal, that I have personal knowledge of all the information set forth herein and that all statements, representations, that the Proposal is genuine and not collusive, and information provided in or with this Certificate are true and accurate. The undersigned, having become familiar with the Project specified, proposes to provide and furnish all of the labor, materials, necessary tools, expendable equipment and all utility and transportation services necessary to perform and complete in a workmanlike manner all of the work required for the Project.

ACKNOWLEDGED AND AGREED TO:



Signature of Authorized Officer

Darrell E. Garrison

Name of Authorized Officer

President & CEO

Title

September 5, 2024

Date



Illinois Department of Transportation

Office of Business & Workforce Diversity
2300 South Dirksen Parkway / Springfield, Illinois 62764

FILE COPY

April 12, 2024

CERTIFIED – RETURN RECEIPT REQUESTED

Mr. Darrell E. Garrison
Planning Resources Inc.
913 Parkview Blvd.
Lombard, IL 60148

Dear Mr. Garrison:

The Illinois Department of Transportation (IDOT) has approved the *No Change Affidavit* for Planning Resources Inc. and determined that the firm continues to meet DBE eligibility standards to perform work towards DBE goals.

To remain certified and in good standing, you must annually submit a *No Change Affidavit*. Your firm's next affidavit is due on **May 1, 2025**. IDOT will send an affidavit form 60 days prior to that date.

Should the submitted information change, you are required to notify IDOT's Bureau of Small Business Enterprises within 30 days of the change.

Note: Pursuant to 49 CFR Part 26.83(i), whenever there is a change in circumstances affecting your firm's eligibility status, your firm must provide written notification to IDOT within 30 days of the occurrence of the change. If you fail to make timely notification, it may result in the loss of your firm's certification.

If you have any questions, please contact the Bureau of Small Business Enterprises at (217) 782-5490.

Sincerely,

A handwritten signature in black ink, appearing to read 'Debra A. Clark' with a stylized flourish at the end.

Debra A. Clark
Interim DBE Certification Section Manager
Bureau of Small Business Enterprises

REFERENCES

Provide three (3) references for which your organization has performed similar work.

Bidder's Name: Planning Resources Inc.
(Enter Name of Business Organization)

- | | |
|-----------------|--|
| 1. ORGANIZATION | <u>Frankfort Square Park District</u> |
| ADDRESS | <u>7540 W. Braemar Lane, Frankfort, IL 60423</u> |
| PHONE NUMBER | <u>815-469-3524</u> |
| CONTACT PERSON | <u>Audrey Marcquenski, Executive Director</u> |
| YEAR OF PROJECT | <u>2023 - Ongoing - Hunter Prairie Park</u> |
| | |
| 2. ORGANIZATION | <u>New Lenox Community Park District (Client since 1998)</u> |
| ADDRESS | <u>701 W. Haven Avenue, New Lenox, IL 60451</u> |
| PHONE NUMBER | <u>815.485.3584</u> |
| CONTACT PERSON | <u>Greg Lewis, Executive Director</u> |
| YEAR OF PROJECT | <u>Water Chase Park - Nov. 2024 (est. completion)</u> |
| | |
| 3. ORGANIZATION | <u>Park District of Oak Park</u> |
| ADDRESS | <u>218 Madison Street, Oak Park, IL 60302</u> |
| PHONE NUMBER | <u>708.725.2020</u> |
| CONTACT PERSON | <u>Jan Arnold, Executive Director</u> |
| YEAR OF PROJECT | <u>Longfellow Park - OSLAD Grant FY'25 and
Andersen Park - Ongoing</u> |



ORLAND PARK

INSURANCE REQUIREMENTS

Please sign and provide a policy Specimen Certificate of Insurance showing current coverages.

If awarded the contract, all Required Policy Endorsements noted in the left column in **red bold type** **MUST** be provided.

Standard Insurance Requirements	Please provide the following coverage if box is checked.
<u>WORKERS' COMPENSATION & EMPLOYER LIABILITY</u> Full Statutory Limits - Employers Liability \$500,000 – Each Accident \$500,000 – Each Employee \$500,000 – Policy Limit Waiver of Subrogation in favor of the Village of Orland Park	<u>LIABILITY UMBRELLA</u> (Follow Form Policy) ☐ \$1,000,000 – Each Occurrence \$1,000,000 – Aggregate ☒ \$2,000,000 – Each Occurrence \$2,000,000 – Aggregate ☐ Other: _____ EXCESS MUST COVER: General Liability, Automobile Liability, Employers' Liability
<u>AUTOMOBILE LIABILITY</u> (ISO Form CA 0001) \$1,000,000 – Combined Single Limit Per Occurrence Bodily Injury & Property Damage. Applicable for All Company Vehicles.	<u>PROFESSIONAL LIABILITY</u> ☐ \$1,000,000 Limit – Claims Made Form, Indicate Retroactive Date ☒ \$2,000,000 Limit – Claims Made Form, Indicate Retroactive Date ☐ Other: _____ Deductible not-to-exceed \$50,000 without prior written approval
<u>GENERAL LIABILITY</u> (Occurrence basis) (ISO Form CG 0001) \$1,000,000 – Combined Single Limit Per Occurrence Bodily Injury & Property Damage \$2,000,000 – General Aggregate Limit \$1,000,000 – Personal & Advertising Injury \$2,000,000 – Products/Completed Operations Aggregate	☐ <u>BUILDERS RISK</u> Completed Property Full Replacement Cost Limits – Structures under construction ☐ <u>ENVIRONMENTAL IMPAIRMENT/POLLUTION LIABILITY</u> \$1,000,000 Limit for bodily injury, property damage and remediation costs resulting from a pollution incident at, on or mitigating beyond the job site ☐ <u>CYBER LIABILITY</u> \$1,000,000 Limit per Data Breach for liability, notification, response, credit monitoring service costs, and software/property damage ☐ <u>CG 20 37 ADDITIONAL INSURED</u> – Completed Operations (Provide only if box is checked)
<u>ADDITIONAL INSURED ENDORSEMENTS:</u> (Not applicable for Goods Only Purchases) • ISO CG 20 10 or CG 20 26 (or Equivalent) Commercial General Liability Coverage • CG 20 01 Primary & Non-Contributory (or Equivalent) The Village must be named as the Primary Non-Contributory which makes the Village a priority and collects off the policy prior to any other claimants. • Blanket General Liability Waiver of Subrogation - Village of Orland Park A provision that prohibits an insurer from pursuing a third party to recover damages for covered losses.	

Any insurance policies providing the coverages required of the Consultant, excluding Professional Liability, shall be specifically endorsed to identify "The Village of Orland Park, and their respective officers, trustees, directors, officials, employees, volunteers and agents as Additional Insureds on a primary/non-contributory basis with respect to all claims arising out of operations by or on behalf of the named insured." The required additional Insured coverage shall be provided on the Insurance Service Office (ISO) CG 20 10 or CG 20 26 endorsements or an endorsement at least as broad as the above noted endorsements as determined by the Village of Orland Park. Any Village of Orland Park insurance coverage shall be deemed to be on an excess or contingent basis as confirmed by the required (ISO) CG 20 01 Additional Insured Primary & Non- Contributory Endorsement. The policies shall also contain a Waiver of Subrogation in favor of the Additional Insureds in regard to General Liability and Workers' Compensation coverage. The certificate of insurance shall also state this information on its face. Any insurance company providing coverage must hold an A-, VII rating according to Best's Key Rating Guide. Each insurance policy required shall have the Village of Orland Park expressly endorsed onto the policy as a Cancellation Notice Recipient. Should any of the policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. Permitting the contractor, or any subcontractor, to proceed with any work prior to our receipt of the foregoing certificate and endorsements shall not be a waiver of the contractor's obligation to provide all the above insurance.

Consultant agrees that prior to any commencement of work to furnish evidence of Insurance coverage providing for at minimum the coverages, endorsements and limits described above directly to the Village of Orland Park, 14700 S. Ravinia Avenue, Orland Park, IL 60462. Failure to provide this evidence in the time frame specified and prior to beginning of work may result in the termination of the Village's relationship with the contractor.

ACCEPTED & AGREED THIS 5th DAY OF September, 20 24



Signature

Darrell E. Garrison, President/CEO

Printed Name & Title

Authorized to execute agreements for:

Planning Resources Inc.

Name of Company



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/11/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. 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).

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 1000 East Warrenville Road Naperville IL 60563	CONTACT NAME: Jenna Dawson PHONE (A/C, No, Ext): 517-664-2744 E-MAIL ADDRESS: Jenna_Dawson@ajg.com FAX (A/C, No): 517-319-1275
INSURED Planning Resources Inc. 913 Parkview Lombard IL 60148	INSURER(S) AFFORDING COVERAGE INSURER A: Westfield Insurance Company INSURER B: Continental Casualty Company INSURER C: Old Guard Insurance Company INSURER D: INSURER E: INSURER F:
PLANRES-02	NAIC # 24112 20443 17558

COVERAGES

CERTIFICATE NUMBER: 65678604

REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☐ ☐ GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC ☐ OTHER:			CWP398165011	6/27/2024	6/27/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 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 ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			CWP398165011	6/27/2024	6/27/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 0			CWP398165011	6/27/2024	6/27/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A			168193G	8/11/2023	8/11/2024	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability			113815063	5/10/2024	5/10/2025	Per Claim Deductible \$2,000,000 \$10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Certificate of Insurance "For Bidding Only".

CERTIFICATE HOLDER**CANCELLATION**

Planning Resources Inc
913 Parkview
Lombard IL 60148
USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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