



March 28, 2014

Kurt Corrigan, P.E.  
Transportation and Engineering Manager  
Village of Orland Park  
14700 Ravinia Avenue  
Orland Park, IL 60462  
Email: [kcorrigan@orland-park.il.us](mailto:kcorrigan@orland-park.il.us)

Re: Proposal for Professional Engineering Services  
Design and permitting for: Traffic Signal Painting, Illuminated Street Name Sign Design  
Installation & Street Light Pole Replacement

Dear Mr. Corrigan:

On behalf of V3 Companies, we are pleased to submit this proposal for professional services for the subject project. If you find this proposal to be acceptable, the executed copies of this letter, together with the Master Agreement for Professional Engineering Services between the Village of Orland Park (CLIENT) and V3 Companies (V3) will constitute an agreement for services on this project.

## **I. Description of Project**

The CLIENT is seeking professional engineering services to design and permit with the Illinois Department of Transportation (IDOT) the painting of traffic signal equipment at US 45 (LaGrange Road) and 158<sup>th</sup> Street and at US 45 (LaGrange Road) and 159<sup>th</sup> Street, designing the installation of illuminated street name signs at these intersections and designing the removal of 26 street lights and replacing them with powder coated street lights with new luminaires. It is our understanding that the Village will provide 26 light poles for the contractor to powder coat, prior to the removal and replacement of the existing poles. It is also our understanding that the Village will furnish 26 luminaires for the contractor to install on the newly powder coated poles. Once the poles have been powder coated and the luminaires have been installed, the Contractor will replace the existing poles. The currently installed poles and luminaires will be salvaged and returned to the Village for the Village's reuse. No temporary lighting is anticipated for this project.

This work will require an IDOT permit. Some of this work may be able to be performed during certain stages of the LaGrange Road project. The sequencing of work and the contractor's responsibilities will be discussed and finalized with the Village and included in the project specifications.

## **II. Description of Services**

1. Organize and attend up to 3 (three) coordination meetings with the Village and IDOT. Meetings are anticipated to include one (1) kick off meeting with the Village and two (2) coordination meetings with IDOT during the permit approval process.

2. Obtain the LaGrange Road plans, the traffic signal plans at US 45 (LaGrange Road) and 158<sup>th</sup> Street and at US 45 (LaGrange Road) and 159<sup>th</sup> Street, the existing lighting plans and any other available existing plans and data from the Village. Conduct one field review to verify existing conditions. The plans and data collected in the field will be utilized to develop base sheets for the design of the project.
3. Preparation of Construction Documents
  - Cover Sheet/Index of Sheets
  - General Notes/ Summary of Quantities
  - Removal Plans
  - Layout Plans
  - Construction Details
    - Signal Equipment Standards (IDOT)
    - Village Light Pole Standards
    - Village Luminaire Standards
    - Street Name Sign Detail (Similar to the 143<sup>rd</sup> Street & LaGrange Road project)
  - Bid Documents & Specifications (Orland Park Standard, matching the 143<sup>rd</sup> Street & LaGrange Road project)
  - Engineer's Estimate of Probable Construction Costs
  - Field visit to confirm design
4. Permitting and Coordination
  - Submit the construction documents to the Village for review. Revise the documents, if necessary, based on Village review comments.
  - Prepare permit submittal to IDOT.
  - Revise documents based on IDOT review comments. It is anticipated that up to three (3) submittals will be required for IDOT approval. A disposition of comments will be prepared by V3 for each submittal.
  - Coordination with the Village and IDOT for project approval and permit form completion.

### **III. Extent of Agreement**

This agreement is for preparation of construction documents as described above. If additional tasks are required, those services will be the subject of additional services or separate agreements. Furthermore, this agreement does not include services for:

- Topographic survey;
- Photometric analysis and design;
- Roadway lighting electrical design;
- Traffic signal and interconnect design;
- Utility improvements, extensions, or relocation to eliminate conflicts with the proposed improvements;
- Structural design services;
- Items related to right-of-way needs, additional coordination, and unforeseen activities;
- Permit fees and bonds;
- Contractor bidding and selection services;
- Post design services; and
- Construction administration, construction engineering services, construction staking, and post construction services for as-built surveys and project acceptance by IDOT.

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**IV. Compensation**

For the preparation of the aforementioned services, V3 shall be paid hourly with a not-to-exceed fee of \$9,316.21. A breakdown of manhours and hourly rates are attached. This not-to-exceed fee includes \$501.00 for reimbursable expenses (printing, postage, messenger service, parking fees, travel, mileage and other similar, project-related items).

If Additional Services are required, V3 shall be paid a fee based on the actual hours expended multiplied by V3's hourly rates or other negotiated fee. No additional services will be performed without prior written approval from the CLIENT.

Any labor and/or reproduction costs incurred by V3 associated with a Freedom of Information Act request under this agreement shall be considered Additional Services and shall be paid for by the CLIENT.

**V. Miscellaneous Contractual Items**

V3 will initiate its services promptly upon receipt of CLIENT's acceptance of this proposal and receipt of all requested information to be provided by the CLIENT. If the CLIENT or other interested parties request design data in electronic format, V3 shall be indemnified from any claims arising out of the accuracy, misuse or reuse by others of the data delivered in electronic form.

This agreement, together with the Master Agreement for Professional Engineering Services, represents the entire understanding between CLIENT and V3. If the terms of this agreement are found to be satisfactory, please sign this agreement in the space provided and return one signed copy to our office. Receipt of the signed authorization will serve as our Notice to Proceed for this work.

We appreciate the opportunity to present this proposal and look forward to providing these Professional Engineering Services to the Village of Orland Park.

Sincerely,  
V3 COMPANIES OF ILLINOIS, LTD.

Accepted for:  
Village of Orland Park



George J. Schober P.E.  
Senior Project Manager

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

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

Attachments: Manhour and Hourly Rate Breakdown

# Village of Orland Park Misc Electrical and Signal Services Project Fee

| Task  | Staff hour Estimate By Title<br>V3 Companies |                |                   |                        |                 |                  |                 |                |          | Direct Costs  | Total By Task     |                    |
|---|--|----------------|-------------------|------------------------|-----------------|------------------|-----------------|----------------|----------|---------------|-------------------|--------------------|
|   | No of sheets                                 | Admin. Assist. | Division Director | Senior Project Manager | Project Manager | Project Engineer | Design Engineer | CADD Tech. III | Surveyor |               | Man-hours         | Cost               |
| <b>Field Survey/Base Sheets</b>                               |  |                |                   |                        |                 |                  | 4               | 6              |          | \$ 50         | 10                | \$ 895.41          |
| <b>Obtain Existing Information</b>                            |  |                |                   |                        |                 |                  | 2               |                |          |               | 2                 | \$ 177.10          |
| <b>Meetings (3 each)</b>                                      |  |                |                   |                        | 9               |                  |                 |                |          |               | 9                 | \$ 1,243.19        |
| <b>Phase II</b>   |  |                |                   |                        |                 |                  |                 |                |          |               |                   |                    |
| <b>Construction Plans, Specification &amp; Cost Estimates</b> |  |                |                   |                        |                 |                  |                 |                |          | \$ 126        | 0                 | \$ 126.00          |
| Cover Sheet   | 1  |                |                   |                        |                 |                  |                 | 2              |          |               | 2                 | \$ 163.74          |
| General Notes/Summary of Quantities                           | 1  |                |                   |                        | 0.5             |                  | 2               | 2              |          |               | 4.5               | \$ 409.90          |
| Existing Conditions & Removals                                | 3  |                |                   |                        | 0.5             |                  | 2               | 4              |          |               | 6.5               | \$ 573.64          |
| Layout Plan   | 3  |                |                   |                        | 0.5             |                  | 4               | 6              |          |               | 10.5              | \$ 914.47          |
| Traffic Signal Details (Standards)                            | 2  |                |                   |                        | 0.5             |                  | 1               | 2              |          |               | 3.5               | \$ 321.35          |
| Standard Details  | 2  |                |                   |                        | 0.5             |                  | 1               | 2              |          |               | 3.5               | \$ 321.35          |
| Special Details   | 2  |                |                   |                        | 0.5             |                  | 8               | 2              |          |               | 10.5              | \$ 941.20          |
| Specifications/Special Provisions                             | 150  |                |                   |                        | 6               | 2                |                 |                |          | \$ 75         | 8                 | \$ 1,129.13        |
| Cost Estimate/Quantity take off                               |  |                |                   |                        | 1               | 2                |                 |                |          |               | 3                 | \$ 363.47          |
| Revisions, Permit Comments, IDOT Coordination                 |  |                |                   |                        | 4               | 2                | 4               |                |          |               | 10                | \$ 1,132.07        |
| Field Review  |  |                |                   |                        |                 |                  | 4               |                |          | \$ 50         | 4                 | \$ 404.20          |
| <b>Printing and Delivery</b>                                  |  |                |                   |                        |                 |                  |                 |                |          | \$ 200        | 0                 | \$ 200.00          |
| <b>Total:</b>   |  | <b>0</b>       | <b>0</b>          | <b>0</b>               | <b>23</b>       | <b>6</b>         | <b>32</b>       | <b>26</b>      | <b>0</b> | <b>\$ 501</b> | <b>87</b>         | <b>\$ 9,316.21</b> |
| Avg Hourly Billing Rate                                       |  | \$24.42        | \$67.04           | \$66.13                | \$50.23         | \$40.97          | \$32.20         | \$29.77        | \$28.26  |               |                   |                    |
| Avg Hourly Billing Rate @ 2.75 Multiplier:                    |  | \$67.16        | \$184.36          | \$181.86               | \$138.13        | \$112.67         | \$88.55         | \$81.87        | \$77.72  |               | 2.75              |                    |
| Total:  |  | \$0            | \$0               | \$0                    | \$3,177         | \$676            | \$2,834         | \$2,129        | \$0      |               |                   |                    |
| \$8,815.21  |  |                |                   |                        |                 |                  |                 |                |          |               |                   |                    |
|   |  |                |                   |                        |                 |                  |                 |                |          |               | Salary Cost       | \$8,815.21         |
|   |  |                |                   |                        |                 |                  |                 |                |          |               | Direct Costs      | \$501.00           |
|   |  |                |                   |                        |                 |                  |                 |                |          |               | <b>Total Cost</b> | <b>\$9,316.21</b>  |