



Task Order No. 21-01
Village of Orland Park, Illinois (VILLAGE)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to Master Agreement for Professional Engineering Services dated October 1, 2020

Project Information

Services Name: Americans with Disabilities Act (ADA) Transition Plan Self-Assessment Assistance

Services Description: VILLAGE will be performing its own building, facility, and right-of-way self-assessments in compliance with its ADA Transition Plan dated January 2021. ENGINEER will assist VILLAGE through training, cursory review of documents, Transition Plan updates, and mapping updates.

Scope of Services

ENGINEER will provide the following services to VILLAGE:

1. Attend a project kickoff meeting with the VILLAGE to discuss project scope, schedule, and communications. Prepare and distribute meeting minutes.
2. Prepare self-assessment documents based on forms in Appendices G and H of the VILLAGE's ADA Transition Plan and provide to the VILLAGE. The VILLAGE shall provide copying and reproduction of additional forms as needed for the self-inspections.
3. Prepare a Microsoft Access database and provide it to the VILLAGE for entry of self-assessment data by the VILLAGE.
4. Provide training to VILLAGE in accordance with ADA standards on how to perform self assessments for buildings and facilities, and for sidewalks, curb ramps, and pedestrian crossings. It is anticipated that training will be performed over two one-day periods for buildings/facilities and public right-of-way, respectively. Each training period will include accompanying VILLAGE on initial self assessment efforts.
5. Perform a cursory review of VILLAGE-completed forms and database updates. Perform cursory reviews on the first building or facility self assessment prepared by the VILLAGE and up to five intersection self assessments. Visit sites to review data collected and procedural or data entry discrepancies.
6. Perform subsequent reviews for procedural and data entry discrepancies. Subsequent reviews shall not be relative to accuracy of data collected by the VILLAGE and will be performed on a schedule agreed to between VILLAGE and ENGINEER. Since the rate that self-assessment performance is unknown, ENGINEER's subsequent review effort is based on up to 20 hours of ENGINEER's time.
7. Update Transition Plan Appendices G and H with self assessment information.

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8. Update VILLAGE geographic information system (GIS) mapping with locations of potential ADA deficiencies in public right-of-way based on data provided by the VILLAGE. VILLAGE shall provide GIS mapping to ENGINEER.
9. Provide up to 40 hours of additional training and reviews only upon authorization by the VILLAGE.

Compensation

VILLAGE shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee of \$37,600.

Schedule

Services will begin upon execution of this Task Order, which is anticipated the week of February 8, 2021. Services are scheduled for completion on December 31, 2021.

TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

VILLAGE:

STRAND ASSOCIATES, INC.®

VILLAGE OF ORLAND PARK

Joseph M. Bunker
Corporate Secretary

Date

George Koczvara
Village Manager

Date