

# Landscape Architect Services (#21-055)





**Date**

October 21, 2021

**To**


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

**Re**

Request for Proposal  
#21-055  
Landscape Architect Services

**Civiltech Engineering, Inc.**

 [www.civiltechinc.com](http://www.civiltechinc.com)

 **Itasca** 630.773.3900  
**Chicago** 312.726.5910

 **Itasca**  
Two Pierce Place, Suite 1400  
Itasca, IL 60143

**Chicago**  
30 N LaSalle Street, Suite 3220  
Chicago, IL 60602

Follow us on social media.



Dear Mr. Mehalek:

Civiltech Engineering, Inc. enthusiastically submits our proposal to provide Landscape Architect Services per Proposal #21-055. We are offering the Village of Orland Park an engineering partner with the unique highly skilled staff, expert experience, and deep bench of support services required for this contract.

Civiltech stands ready to assist Orland Park with these services and will function as an extension of your team. We have assembled a team of uniquely qualified professionals that work under one roof and as an integrated team.

We are proposing **Phil Hutchinson, PLA, LEED AP**, as the Project Manager and primary liaison with the Village. Phil will also serve as the lead Landscape Architect providing the Landscape Architecture and Inspection services. Phil brings diverse experience spanning large-scale master planning and transportation projects and specializes in urban design and landscape architecture design for streetscape projects, landscape design projects, and corridor and roadway projects. Phil approaches every opportunity through a sustainability lens.

We are proposing **Samantha Primer, CWS**, as the Wetland Specialist assigned to this contract. Samantha is a Certified Wetland Specialist in Lake County with over five years of cumulative wetlands experience in the Upper Midwest. Samantha is a passionate Environmental Scientist that will prove to be an asset to the Village.

Our team also includes **Mateen Baig** providing inspection services. Mateen is a Construction Inspector and Resident Engineer in Civiltech's Construction Engineering Services department and is well versed in all project administration, construction inspection and layout needs.

We have enjoyed a good working relationship with Orland Park on recent transportation engineering projects and hope to continue that relationship with this assignment. You know our firm for roadway design, traffic signal design, and construction engineering, but we look forward to introducing additional Civiltech services and staff with this contract.

I am the Director of Environmental & Design Studies and will be available to provide QC/QA as needed on assignments under this contract. Please contact me if you have questions regarding this proposal. I can be reached at 630.735.3941 or by email at JChristell@civiltechinc.com.

I hope our proposal captures our enthusiasm for this opportunity. We will strive to provide the Village of Orland Park with outstanding and purposeful landscape architecture, wetland specialist, and inspection services.

Very truly yours,

Joel Christell, P.E.  
Director of Environmental & Design Studies  
**CIVILTECH ENGINEERING, INC.**



**SECTION 1**

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# **Operating History**

Project Understanding & Approach

Company Experience

Key Personnel

Hourly Rates

Forms



## SECTION 1. OPERATING HISTORY

# Firm Profile

Civiltech Engineering, Inc. is an engineering firm with its primary focus on transportation and civil engineering. The firm offers a wide range of services including Landscape Architecture, Wetland Mitigation, Environmental Studies, and Construction Inspection while maintaining a high level of integrity and attention to detail on each and every assignment.

Civiltech's municipal client list includes over 85 villages and cities in the Chicago and Northern Illinois region, the Illinois Tollway, Illinois Department of Transportation, Chicago Department of Transportation, multiple county and township DOTs, additional public agencies, as well as private sector clients. Civiltech realizes that success lies in the individual service and attention we provide to our clients. We are committed to providing top quality consulting engineering services. Through the years, we have earned a reputation for professional excellence and integrity.

**Doing Business with Civiltech**

Civiltech Engineering, Inc. was established in 1988 as a privately held Illinois corporation. We are licensed to do business in the States of **Illinois and Wisconsin**.



**Corporate Headquarters**  
Two Pierce Place, Suite 1400  
Itasca, IL 60143

**Chicago Office**  
30 N LaSalle St., Suite 3220  
Chicago, IL 60602



**32**  
Years of Service

**3,500** Projects & Counting  
**250+** Satisfied Clients

**120+**  
Dedicated Employees

**54**  
Licensed P.E.'s

**Technical excellence.**  
**Responsive service.**  
**Local knowledge.**

**Civiltech is a leader in innovative planning, design, and construction solutions.**

### Strong Reputation

Over the last 32 years, we have developed a rapport with our municipal clients such that we have a clear understanding of the communications necessary with not only your staff but also the residents and business owners involved in any given project.

### Responsiveness

Civiltech is responsive to our client's needs. We meet or exceed the client's schedule and requirements, and are always readily available if a problem arises in design or during construction. We stand behind our work.

### Quality Work

We provide a quality product with a qualified and friendly staff. Our goal is to achieve 100% client satisfaction.

### Adaptable

We continually keep abreast of current and/or changing federal and state funding programs that may be of financial benefit to the community.

### Knowledge Sharing

Civiltech performs engineering services for many other municipalities, and therefore can share our experiences and information on techniques, new products or innovations that other communities are using that might be of benefit in your community.

### Creative Solutions

Civiltech's staff has an enthusiasm for practical, yet creative, design and engineering solutions.



## SECTION 1. OPERATING HISTORY

# Diverse Specialized Expertise

Since Civiltech was founded, we have grown to a staff of **over 120 professionals** including **54 Licensed Professional Engineers**.

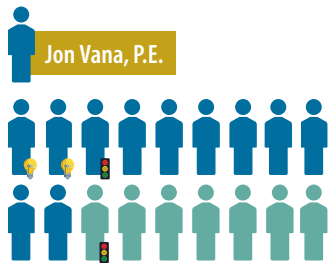
Abc = Director  
 = Licensed Professional Engineer  
 = Other Licensed Professional

## Our Transportation Engineering Services Staff

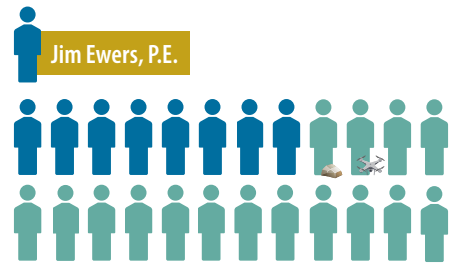
### Environmental + Design Studies



### Design



### Construction Engineering



### Urban Design + Traffic



### Structures



### Water Resources



### Planning + Landscape Architecture



### Traffic



### Right of Way



### Chicago Office



Licensed Professional Engineers	<b>54</b>
Certified PTOEs	<b>8</b>
Licensed Drone Pilots	<b>3</b>
LEED Certified Professionals	<b>2</b>
Licensed Appraisers	<b>2</b>
Lighting Engineers	<b>2</b>
Traffic Signal Engineers	<b>2</b>
Certified Floodplain Manager	<b>1</b>
Licensed Structural Engineer	<b>1</b>
Professional Landscape Architect	<b>1</b>
AICP Certified Planner	<b>1</b>
Professional Geologist	<b>1</b>

**Years of Experience at Civiltech Among Our Transportation Services Staff**

≤4	<b>54</b>
5-10	<b>13</b>
11-15	<b>15</b>
16+	<b>29</b>

## Our Operations Staff



### Finance



### Human Resources



### Information Technology



### Marketing



Civiltech's Operations Staff partner with our Engineering team and provide robust services that keep the firm and our projects running smoothly.



## SECTION 2

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Operating History

# Project Understanding & Approach

Company Experience

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Hourly Rates

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## SECTION 1 - PROJECT UNDERSTANDING AND APPROACH

### Project Understanding

Civiltech has carefully read the Request for Proposal and stands ready to support the Village of Orland Park with the Landscape Architect, Wetland Specialist, and specialized inspection services as defined in the Scope of Services.



### Project Approach

Our approach to this contract is simple. We will provide the Village with an in-house team of professionals specializing in the unique disciplines, experience, and expertise required to successfully perform this work. This team will perform as a seamless extension of the Village, successfully executing the tasks required.

Civiltech’s multi-disciplined team, unique in the Transportation Engineering industry, includes the specific services required for this contract. We bring to this opportunity a Landscape Architecture team within our Urban Design & Traffic department and an Environmental Scientist/Wetland Specialist that works with our environmental studies specialists in our Environmental & Design Studies department. This expert staff will be supported by additional in-house specialists as needed including water resources staff and design engineering staff. These specialized yet integrated teams and professionals will provide the Village the overall services required under this contract.

**Phil Hutchinson, PLA, LEED AP**, is the head of Civiltech’s Landscape Architecture team and will serve as the **Project Manager** of the overall contract. Phil will be the primary liaison to the Village and will oversee the day-to-day coordination of the team and the tasks required under this contract.

The team is comprised of the following key staff. Information on key staff experience and background is included in Section 4 – Key Personnel.

<b>Project Manager</b>	Phil Hutchinson, PLA, LEED AP
<b>Landscape Architect</b>	Phil Hutchinson, PLA, LEED AP
<b>Wetland Specialist</b>	Samantha Primer, CWS
<b>Landscape Inspectors</b>	Phil Hutchinson, PLA, LEED AP Mateen Baig
<b>Wetland Inspectors</b>	Phil Hutchinson, PLA, LEED AP Mateen Baig Samantha Primer, CWS
<b>Support Services</b>	See Organizational Chart in Section 4 – Key Personnel

### Scope of Services

#### 1.a. Plan Review – Landscape Plan

Civiltech’s Landscape Architect, **Phil Hutchinson, PLA, LEED AP**, will lead this task and be the primary reviewer of landscape plans. His 20 years of experience across a broad range of projects will provide the expertise and knowledge necessary to efficiently review and flag deficiencies and compliance issues in designs. His communication and documentation skills will ensure that reviews are effective and closely coordinated with the Village of Orland Park staff.



Civiltech’s Phil Hutchinson, PLA, LEED AP brings expertise and knowledge to efficiently review and flag design deficiencies and compliance issues



Phil will be supported by additional Civiltech staff when needed, such as our water resources engineers for stormwater considerations or design engineers for ADA expertise.

### 1.b. Wetland Reporting Review

Civiltech's Environmental Scientist/Wetland Specialist, **Samantha Primer, CWS**, will lead this scope item.

Civiltech will provide wetland services for the Village of Orland Park in accordance with U.S. Army Corps of Engineers (USACE) methodology, the MWRDGC Watershed Management Ordinance (WMO), and the MWRDGC Technical Guidance Memorandum (TGM). Our team has extensive experience working at the municipal level to meet all aspects of a project's environmental needs from field investigations to permitting. Per individual project need, wetland services include, but are not limited to the following items:

**A. Review Submitted Reports and Plans** – We will review individual project wetland delineation reports to ensure the field investigation was done in accordance with §603 of the WMO and the USACE. As part of the review, we will verify isolated wetland determinations and delineations. We will also review landscape/grading plans, wetland plan sheets, and riparian environment plan sheets in accordance with Article 3 of the TGM. The review may include, but is not limited to:

- › Wetland delineation reports, including Floristic Quality Inventories (FQI) will be reviewed for compliance with the USACE's August 2010 Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region and USACE Chicago District wetland delineation methodologies. A desktop review of available online resources to identify wetland signatures on the landscape. Examples of online resources are historical and current topographic maps, aerial imagery, USGS National Wetland Inventory maps, flood maps, and soil survey data.
- › When required or requested, we will confirm the accuracy of completed wetland delineations including checking for additional wetlands and riparian areas and checking standard or high quality wetland status of each wetland at the project site, per §305, §603.8 of the WMO
- › A review of direct impacts to wetlands, buffers, and riparian areas in compliance with §603 and §606 of the WMO and Article 3 of the TGM. Indirect, or hydrologic impacts, will also be assessed in accordance with the WMO and TGM.
- › A review of mitigation as well as maintenance and monitoring plans conducted in accordance with Article 6 of the TGM. If needed, we will provide recommendations per the TGM. We will also provide recommendations when project monitoring reports are not showing compliance with the project mitigation plan.
- › Recommendations regarding alternative analyses for Schedule H and Schedule W submittals using the information in the Wetland Avoidance and Minimization Documentation section of Article 6 of the TGM.

**B. Review Documentation** – We will review each wetland submittal for the required documentation needed for a Watershed Management Ordinance Permit Application Submittal. Per §302 of the WMO, we will ensure that Schedule W forms, Schedule H forms, and wetland/riparian verifications forms are included in each permit submittal, as applicable to the project being reviewed.



Civiltech's Samantha Primer, CWS, specializes in Wetland Delineation and will lead the Wetland Reporting Reviews.

*Read more about Civiltech's Wetland Delineation work here:*

<https://civiltechinc.com/identifying-wetlands/>





## 2. Landscape and WMO Annual Inspections

The Civiltech Landscape Architecture team has experience in construction observation on a wide range of landscape installations. We have worked closely with contractors and municipal clients on park and roadway projects to ensure designs are constructed and completed properly and in accordance with contract documents.

In addition to this experience, we are including **Mateen Baig** for Field Inspection Services. Mateen will work in close coordination with our Landscape Architect and Design staff to provide field inspection work. He is well versed in all project administration, construction inspection and layout needs. His IDOT certification includes: Documentation of Contract Quantities, CMMS, Bituminous and Concrete Level II. Mateen maintains a constant jobsite presence and remains conversant with the public to address all concerns. He is excellent at ensuring contractor coordination. Mateen and our CE Team will provide the exceptional engineering services that Civiltech is known for by:

- › Investigating all of the planned project work well in advance of construction, looking for how the work can proceed while limiting disturbance to the surrounding areas
- › Keeping Orland Park well informed of the work as it occurs. The Orland Fire District and Police, businesses, and residents will be notified prior to the project work beginning. We will let them know what to expect and for how long. Ensuring all the stakeholders of a project are up-to-date is of the utmost importance



Civiltech's Mateen Baig provided Construction Inspection on IDOT's US 6 (159th St.) Reconstruction project .

## 3. Landscape Code Review

Our Landscape Architect, **Phil Hutchinson**, will lead this task and will rely on his two decades of experience working across numerous municipalities throughout the Chicagoland region and across the US to assist with any reviews or updates to Section 6-305 of the Land Development Code. Phil's familiarity with landscape ordinances and industry best practices will ensure that any recommendations and proposed changes to this code are clearly and effectively communicated and backed up with ample documentation and guidance.

## 4. Concept Planning, Specifications, and Cost Estimates



Civiltech's Landscape Architecture team brings not only design expertise, but expertise in plants and planting projects.

In addition to our Landscape Architect's design experience, we are also slotting **John Magill**, Landscape Designer into this role. John's expertise is in plants and planting design, and his experiences on numerous planting projects in Elk Grove Village, Naperville, Schaumburg, Glen Ellyn and the City of Chicago provide a base of knowledge that will allow him to develop unique and consistent designs for Orland Park that work within specific budgets and maintenance requirements. John also has experience in developing cost estimates and will provide assistance on development of project specifications and contract plans as needed.

*Read more about John Magill here:*

<https://civiltechinc.com/creating-a-sanctuary-for-children/>



Phil Hutchinson and John Magill also bring outstanding graphics capabilities that may prove beneficial to this contract. The ability to illustrate what a project will look like when complete is extremely beneficial in illustrating design concepts. Design ideas are often hard to understand when presented in plan view. Also, when clients can clearly visualize a design concept through 3D renderings, it can lead to exciting new ideas – opportunities that may not have been previously seen.

*Read more about our Digital Rendering team here:*

*<https://civiltechinc.com/digital-rendering/>*

## **5. Coordination Meetings**

The Civiltech key staff assigned to this contract will be available to attend bi-weekly coordination meetings as described in the RFP. The team will work to maintain strong communication with the Village staff keeping them aware of status, issues that may arise, budget and scheduling, and project outcomes.



## SECTION 3

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Operating History

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# Pennsylvania Avenue Improvements; Central Business District (CBD) Streetscape and Utility Improvements

Village of Glen Ellyn



### Scope of Services

- Streetscape Design
- Landscape Design
- Bicycle and Pedestrian Facility Planning and Design
- Roadway Reconstruction
- Roadway Resurfacing
- Utility Replacement

**Construction Cost**  
\$275,000

**Funding**  
Local, STP

**Status**  
Completed July, 2021

**Client Contact**  
Tom Topor  
Village of Glen Ellyn  
ttopor@glenellyn.org  
630.547.5520

**Streetscape and Utility Improvements.** Civiltech provided Phase II Design Engineering and Landscape/Streetscape Architecture on the overall Central Business District Streetscape and Utility Improvements project.

The Pennsylvania Avenue Improvements was the first project under the overall Central Business District (CBD) Streetscape and Utility Improvements project to have PS&E's submitted. The overall project as well as this section involved design services for streetscape and utility improvements in Glen Ellyn's historic CBD area, beloved by Village residents and the many shoppers and diners who frequent the area. This flex street design concept utilized several place-making elements, including a gateway, specialty paving, movable street furniture, festoon lighting, and an expansion of an existing pedestrian plaza.

The Pennsylvania Avenue Improvements project, along with the rest of the CBD, reconstructs and resurfaces the roadway. Also, pedestrian walkways are being brought up to current ADA standards. Through modifications of curb lines and parking areas, more area outside the roadway is being utilized for pedestrians, green space, and streetscape elements such as bicycle racks and outdoor cafes.



# Biesterfield Road Landscape Improvements

Village of Elk Grove Village



### Scope of Services

Landscape Design  
Preparation of Contract Plans,  
Specifications & Estimates

**Construction Cost**  
\$213,600

**Funding**  
Local

**Status**  
Completed 2021

**Client Contact**  
Brian Lovering  
Village of Elk Grove Village  
blovering@elkgrove.org  
847.734.8077

**Creating a Gateway Experience.** Civiltech provide Landscape Design Services on this important community-minded project.

Civiltech provided landscape architecture services for the Biesterfield Road Landscape Improvements. The project creates a gateway experience for the community.

The scope of work included the overall landscape design and specifications of locations and types of plantings. Specifications included planting quantities, estimated cost, and best care practices.



# Church Road and Main Street Resurfacing

Village of Bensenville



### Scope of Services

- Project Development Report
- Public involvement
- Wetland Delineation and Report
- Wetland Buffer Technical Memorandum
- IDOT Wetland Impact Evaluation Form

**Construction Cost**  
\$935,000

**Funding**  
STP

**Status**  
Phase I ongoing

**Client Contact**  
Joe Caracci, P.E.  
Village of Bensenville  
jcaracci@bensenville.il.us  
630.350.3431

**Wetland Delineation for Roadway Resurfacing Project.** Civiltech provided environmental survey services.

This project consists of roadway resurfacing along Church Road from Grove Street to Irving Park Road as well as Main Street from Church Road to York Road within the Village of Bensenville in DuPage County. The total length of the improvement is approximately 0.9 miles. The project includes ADA sidewalk upgrades, spot curb and gutter repairs, and the installation of a 5-foot wide sidewalk along the east side of Church Road from Grove Avenue to Green Street in line with the Village's Complete Streets Policy.

A wetland delineation was conducted for the entire project area and findings were documented in a Wetland Delineation Report and a Wetland Buffer Technical Memorandum, as required by the DuPage County Stormwater and Floodplain Ordinance. Wetlands and other Waters of the U.S. within the project study area will not be impacted by the proposed improvements.



# Rand Road Sidepath - Central Road to Elk Boulevard

City of Des Plaines



## Scope of Services

- Wetland Delineation and Report
- IDOT Wetland Impact Evaluation Form
- USACE Jurisdictional Determination Request
- USACE Section 404 Permit Submittal
- Wetland Mitigation Coordination
- MWRD Permit Submittal

## Construction Cost

\$3.4 million

## Funding

ITEP

## Status

- Phase I completed in 2017
- Phase II completed in 2020

## Client Contact

Jon Duddles, P.E., CFM  
 City of Des Plaines  
 Public Works and Engineering Department  
 847.391.6127  
 jduddles@desplaines.org

**New Sidepath with Railroad Crossings.** Civiltech provided environmental survey and permitting services.

The sidepath project extends along the south side of US Route 1 (Rand Road) from Central Road to Elk Boulevard, through the City of Des Plaines. The new sidepath is approximately 2.4 miles and includes two rail crossings.

The sidepath project closed a major gap that existed in the sidewalk network and allowed the continuation of the Northwest Municipal Conference planned Evanston-Elgin Regional Bikeway through the City of Des Plaines. The project connects to several programmed and completed improvements to create a continuous bicycle corridor through the length of Des Plaines.

An updated wetland delineation and wetland delineation report was required during project design, requiring a full delineation of the project area. The presence of wetland areas not previously delineated was observed.

We moved quickly to document our findings and submit the necessary permitting requirements, minimizing impacts to the project schedule. Specific permitting needs included a USACE Section 404 permit submittal, a MWRD permit submittal, and wetland mitigation coordination.



# US 6 (159th St.) from US 45 to Will-Cook Road

Illinois Department of Transportation



## Scope of Services

- Resident Engineering
- Construction Inspection
- Construction Management
- Construction Layout
- Bridge Construction Inspection
- Construction Documentation
- Coordination and Public Involvement
- NEPA/404 Merger Process
- Interagency Coordination
- QC/QA Material Testing

## Construction Cost

\$62.0 million

## Funding

State, Federal

## Status

Completed in 2020

## Client Contacts

Michael Denne, P.E.  
Illinois Department of Transportation  
847.705.4300

## Administering a Challenging Reconstruction.

Civiltech provided construction engineering services along this 3-mile corridor.

This reconstruction was part of a 7-mile long reconstruction that widened 159th Street. The overall improvement traversed several southern suburbs heading east to the interchange at I-355. Civiltech's project on the east half was more heavily travelled and had poor soil conditions which required nearly a mile of dry-land bridges to remedy. The improvement relieved the heavy congestion along the former 2 lane arterial. The street now has 4 new lanes of full-depth PCC pavement with single and double turn lanes throughout. The miles of mainline PCC paving lanes included 159th St. and the major cross arterials of 104th Ave., 108th Ave., and Wolf Rd. Massive earthwork was required with appropriate erosion control and stable base determinations. The poor soils comprised of unstable peat, required the use of sheet pile walls, decorative retaining walls, 7 dry-land bridges, and extensive undercutting.

Stormwater management included new detention ponds, as wells as substantial storm sewer, drainage structures, and box culvert installations, and one project challenge included maintaining flow in the Waters of the US. The landscaped median, aesthetic form liner retaining walls, and new lighting create a modern arterial with increased safety. Also, new traffic signals with interconnection were installed at 4 intersections.

Considerable agency coordination was provided. Coordination with Metra was required due to a widened Railroad crossing in the project. Interagency coordination also included Orland Park Forest Preserve, the Army Corps, the MWRD, multiple other agencies, and neighbors

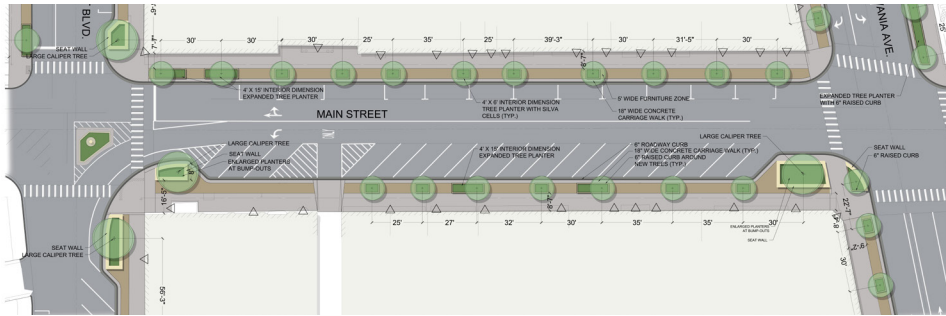
A primary challenge was staging the corridor's heavy traffic. Civiltech's project to the east had to be coordinated with a concurrent project to the west requiring multiple stages to maintain vehicular flow through the construction to the greatest extent possible. Civiltech's Resident Engineer coordinated with stakeholders keeping them up to date on project status and work items affecting their facilities. Also municipalities and their emergency forces kept up to date on project activity.





# Central Business District Streetscape and Utility Improvements

Village of Glen Ellyn



## Scope of Services

- Streetscape
- Bicycle and Pedestrian Facility
- Planning and Design
- Reconstruction
- Utility Replacement
- Resurfacing (LAFO)

**Construction Cost**  
Est. \$10.0 million

**Funding**  
Local, STP

**Status**  
Phase I completed April 2018  
Phase II completion anticipated 2022

**Client Contact**  
Tom Topor, P.E.  
Village of Glen Ellyn  
ttopor@glenellyn.org  
630.547.5520

**Improving the Pedestrian Experience.** Civiltech is providing design services for streetscape and utility improvements project in Glen Ellyn's historic CBD area, beloved by Village residents and the many shoppers and diners who frequent the area. This flex street design concept utilizes several place-making elements, including a gateway, specialty paving, movable street furniture, festoon lighting and an expansion of an existing pedestrian plaza.

All of the streets within the Central Business District (CBD) will be reconstructed or resurfaced, and all of the pedestrian walkways will be brought up to current ADA standards. Utilities will be replaced or rehabilitated throughout the CBD. Through modifications of curb lines and parking areas, more area outside the roadway will become usable for pedestrians, green space, and streetscape elements such as bicycle racks and outdoor cafes.

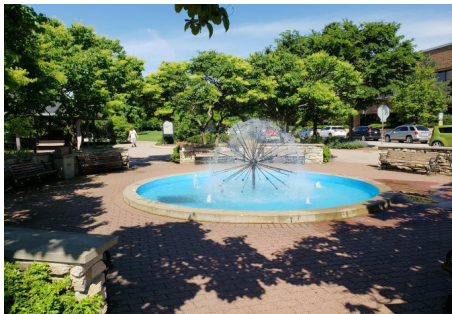
The project began with reviewing the Village's past studies of the area and is moving ahead with extensive coordination with a newly formed project steering committee. This committee is comprised of Village staff, key business leaders, students, and other community leaders. They are being led through walking tours, conditions reviews, and design charrettes by our staff so that their beneficial input can be used to narrow down alternate treatments. A final open house will present the recommended alternate to the public for comment.

Access to all businesses will be maintained while the entrances to most businesses are brought up to ADA standards. The utility replacements will be coordinated with the streetscape improvements so that all utility lids and above ground features synchronize with proposed trees and curb extensions.



# Naperville Downtown Streetscape

City of Naperville



### Scope of Services

- Streetscape & Landscape Architecture
- Roadway Reconstruction
- Utility Replacement
- Lighting Design
- Community Engagement

**Construction Cost**  
\$3.0 million

**Funding**  
Local

**Status**  
Phase II Completed Fall 2019  
Construction anticipated in 2022

**Client Contact**  
Christopher Nichols, P.E.  
Project Engineer  
TED Business Group  
City of Naperville  
630.420.4191  
nicholsc@naperville.il.us

**Updating a Vibrant Downtown.** Civiltech Engineering is providing design services for the City of Naperville’s Downtown Streetscape project, including the block of Webster Street Jefferson Avenue, Main Street, and Jackson Avenue.

The scope of the improvements include complete road reconstruction, streetscape and urban design, utility replacement, and new decorative lighting. Curb lines will be moved inward along Main Street and Jefferson Avenue by converting on-street angled parking to parallel parking, which will increase the pedestrian space and allow for more streetscape elements like street trees, bicycle racks, and outdoor seating.

The project began in June 2019 with Civiltech reviewing the City’s newly-published Downtown Streetscape Standards as well as a developer’s recent streetscape design concepts for the project area. Design alternatives are in development for City and stakeholder review, including the Downtown Naperville Alliance, Naperville Area Chamber of Commerce, and the Downtown Advisory Commission.

A critical design element includes sidewalk reconstruction to meet ADA/PROWAG standards while ensuring the businesses in the project limits remain open and accessible during construction. Traffic control plan alternatives are in development that aims to maintain at least one lane of traffic open on all roads within the improvements during construction activities.

It is anticipated water main lining will be utilized along Webster Street, Jefferson Avenue, and Jackson Avenue, while water main along Main Street will be removed and replaced. Sanitary and water services will be replaced, and storm sewer main will be replaced in kind.



# Northcenter Town Square

Chicago Department of Transportation



## Scope of Services

Bicycle and Pedestrian Facility  
Planning and Design  
Landscape Architecture  
Plaza Design

**Construction Cost**  
\$1.5 million

**Funding**  
Local

**Status**  
Phase II completed in Spring 2019

**Client Contact**  
Lubica Benak  
Chicago Department of Transportation  
lubica.benak@cityofchicago.org  
312.742.2837

**Creating a Place for People.** This project transforms an under utilized vehicular space into a vibrant pedestrian plaza.

Civiltech Engineering was selected to provide design engineering services to the Chicago Department of Transportation for the Northcenter Town Square.

W. Belle Plaine Avenue will be repurposed into a pedestrian environment and the adjacent existing plaza will be rehabilitated. The combined area creates a dynamic new pedestrian plaza providing the neighborhood with formal and informal gathering spaces and an event venue. Improvements will include raising the W. Belle Plaine Avenue to align with the existing plaza, thus increasing its size; replacing pavement within the plaza; and installing an informal children’s play area. Additional improvements include upgraded lighting, site furniture, custom signage, a stage with an additional power supply, a raised seating area, fencing, and decorative paving that will consist of pavers, scored concrete and painted surfaces. Landscape improvements include the addition of shade trees.

The Northcenter Town Square Final Concept Design and Summary, prepared by PORT Urbanism (Port), was submitted in August, 2017. The study looked at site context, existing conditions, site challenges, and the ways in which the site was being utilized, including community programs and events. Civiltech included PORT Urbanism on our team to ensure that the design process was a seamless extension of the Final Concept Design and that our work begins with a strong understanding and continuity of the early design studies and community input.

Civiltech’s scope of services includes Phase II Engineering and Landscape Architecture. The contract plans and specifications are being prepared in accordance with CDOT’s Complete Streets and Sustainable Urban Infrastructure Design Guidelines.



# Fullerton Avenue Streetscape Improvement – Ashland Avenue to Racine Avenue

Chicago Department of Transportation Streetscape and Sustainable Design Program



Rendering of W Fullerton Avenue and N Greenview Avenue

### Scope of Services

- Green Infrastructure
- Interagency Coordination
- Mini Phase I
- Streetscape Design
- Street Lighting
- ADA Ramp Design
- Preparation of Contract Plans, Specifications and Estimate

**Construction Cost**  
\$4.3 million

**Funding**  
State

**Status**  
Phase II completed in 2015  
Construction completed in 2016

**Client Contact**  
Lubica Benak  
Chicago Department of Transportation  
lubica.benak@cityofchicago.org  
312.742.2837

### Enhancing Economic Appeal with Beautification and Improved

**Safety.** Civiltech provided engineering services on this exciting corridor streetscape improvement.

This streetscape improvement was funded by state funds and designed in compliance with the City of Chicago’s Complete Streets Guidelines, and incorporated the following safety, beautification, and Best Management Practice improvements:

- Road diet, narrowing through lanes and reducing the total pavement width by 5 feet
- Widened ADA-compliant sidewalk and ADA ramps at intersections
- Bus stop relocations for better access
- Side street bump-outs with rain gardens and at-grade planters
- 10-foot wide decorative crosswalks
- Ornamental street and pedestrian lighting with neighborhood identifier banners
- Parkway landscaping which included permeable pavers and a tree root chamber system

Civiltech performed a mini Phase I, receiving a finding of Categorical Exclusion, Group I without Project Development Report with design exceptions. The public involvement process included meetings with key stakeholders to review design elements and obtain feedback from merchants. The stakeholders consisted of the 32nd Ward, the Sheffield Neighborhood Association, Wrightwood Neighbors, DePaul University, West DePaul, and the Lincoln Park Chamber of Commerce. A public presentation was also conducted, led by CDOT Project Development. Clearances for Biological and Cultural Resources were also received.

The Phase II process was prepared in accordance with the City of Chicago and Illinois Department of Transportation guidelines.



## **SECTION 4**

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Operating History  
Project Understanding & Approach  
Company Experience

# **Key Personnel**

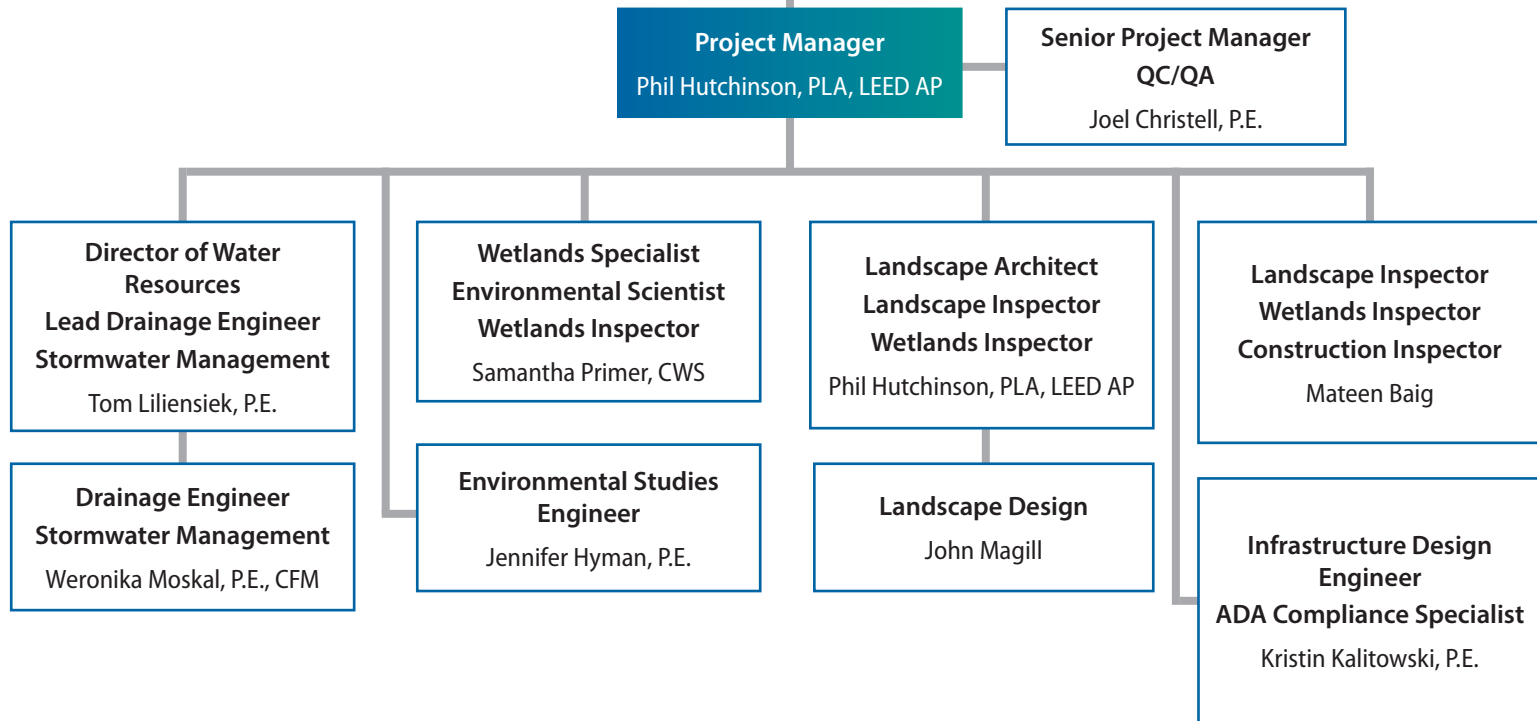
Hourly Rates

Forms



#### 4. PROJECT TEAM

## Organizational Chart





## SECTION 1 - KEY PERSONNEL

### Key Staff Background



**Phil Hutchinson, PLA, LEED AP | Project Manager**  
**Landscape Architect | Landscape Inspector | Wetlands Inspector**

Phil is the head of Civiltech's Landscape Architecture team and will serve as Project Manager providing the primary contact with the Village and coordinating staffing needs.. He will also lead all landscape review and design components under this contract. He brings diverse experience spanning large-scale master planning and transportation projects. Phil specializes in urban design and landscape architecture design for streetscape projects, landscape design projects, and historic settings as well as providing aesthetic components for other corridor and roadway projects. He brings experience in the design and development of pedestrian environments, community identifies, and gateways and strives to incorporate green infrastructure elements in every project.



**Samantha Primer, CWS**  
**Certified Wetland Specialist | Environmental Scientist | Wetlands Inspector**

Smantha is Civiltech's Environmental Scientist. She will lead the Wetland Reporting review services and work closely with Phil, on other assignments such as Tree Mitigation Plan reviews. Samantha's areas of specialization include wetland delineations, agency coordination, National Environmental Policy Act Environmental Assessments and Environmental Impact Statements, Clean Water Act 404/401 permitting, threatened and endangered species habitat reviews, and tree surveys. She has worked primarily in Northwest Indiana and Northern Illinois where she's gained experience working with federal and state agencies in the area including the U.S. Army Corps of Engineers, Chicago District, U.S. Fish and Wildlife Service, and the Indiana Department of Natural Resources.



**Mateen Baig | Landscape Inspector | Wetlands Inspector | Construction Inspector**

Mateen is a Construction Inspector and Resident Engineer in Civiltech's Construction Engineering Services department and is well versed in all project administration, construction inspection and layout needs. His IDOT certification includes: Documentation of Contract Quantities, CMMS, Bituminous and Concrete Level II. Mateen maintains a constant jobsite presence and remains conversant with the public to address all concerns. He is excellent at ensuring contractor coordination. Mateen will investigate all of the planned project work well in advance of construction, looking for how the work can proceed while limiting disturbance to the surrounding areas and keep Orland Park well informed of the work as it occurs. The Orland Fire District and Police, businesses, and residents will be notified prior to the project work beginning. Mateen will let them know what to expect and for how long.



**Joel Christell, P.E. | Senior Project Manager | QC/QA**

Joel is the Director of Civiltech's Environmental and Design Studies department. As Senior Project Manager he will be available to provide QC/QA as needed on assignments under this contract. Joel manages a wide variety of projects including corridor projects with landscape/streetscape components, environmental studies, roadway and intersection projects, and pedestrian and bicycle projects. Joel has completed over 45 Federal-aid projects for municipalities and has helped secure over \$50 million dollars of grants for municipalities in the Chicago region.



## Support Staff Background

The following staff are available to provide support and expertise as needed to the key staff on this contract.

### **Tom Liliensiek, P.E. | Lead Drainage Engineer/Stormwater Management**



Tom is Civiltech's Director of Water Resources and will serve as the Lead Drainage Engineer on this contract. He brings experience in the analysis, planning and design of water, sewer, and stormwater utilities. Tom brings expertise in stormwater and sewer analysis, modeling, and design of hydraulic and hydraulic systems. He is responsible for hydrologic analyses and modeling of watersheds; modeling and analyses of channel and closed conduit flow; hydraulic design of sewers, channels, erosion protection, detention basins, and hydraulic control structures.

### **Weronika Mosal, P.E., CFM | Drainage Engineer/Stormwater Management**



Weronika is a member of Civiltech's Water Resources department and specializes in municipal drainage design. Her expertise includes bridge scour analysis, hydrologic and hydraulic modeling and analysis, drainage and utility design, and floodplain permitting and analysis.

### **Jennifer Hyman, P.E. | Environmental Studies Engineer**



Jen currently serves as a Project Engineer for Phase I projects involving environmental and location design studies, public involvement, and traffic engineering and impact studies. She specializes in Environmental Assessment and Design Studies and has experience working with many municipalities and County DOT's throughout the Chicagoland area.

### **John Magill | Landscape Design**



John is a Landscape Designer in Civiltech's Urban Design & Traffic department. He specializes in landscape, streetscape, and urban design bringing an ecological and sustainable focus. In addition, he excels in graphic presentations, community identification, and custom site furnishings.

### **Kristin Kalitowski, P.E. | Infrastructure Design Engineer**



Kristin is a Project Manager in Civiltech's Design Services department. She specializes in geometric roadway design, bicycle and pedestrian facility design, highway design, street rehabilitation and reconstruction, and drainage design. Kristin routinely leads utility coordination on projects across company departments and brings ADA design and compliance expertise. She is a strong leader with outstanding communication and organizational skills beneficial to both in-house design team management and public involvement campaigns.





Phil Hutchinson, P.L.A., LEED AP

Landscape Architect



**Expertise**

- Landscape Design
- Project Management
- Graphic Presentations
- Streetscape Design
- Community Identification / Gateways
- Custom Site Furnishings Design

**Education**

Bachelors of Landscape Architecture, 2001  
Michigan State University

**Professional Registrations**

Registered Landscape Architect-  
Illinois; 157-001258  
LEED Accredited  
CLARB Certified

**Professional Organizations**

American Society of Landscape Architects  
Active Transportation Alliance  
Council of Landscape Architecture  
Registration Boards (CLARB)

Phil brings nearly 12 years of experience leading urban design and landscape architecture components for streetscape projects, and over 19 years of total experience working in the landscape architecture field. He has experience designing and developing pedestrian environments, community identifiers and gateways for streetscape projects in historic settings, and strives to incorporate green infrastructure elements in every project.

**Representative Projects**

**North Lake Shore Drive Phase I Study;** Chicago Department of Transportation, Division of Engineering

**Jackson Park Improvements/Obama Presidential Center;** Chicago Department of Transportation

**Chicago Streets for Cycling Phase IV, Project 3A – Phase I and II;** Chicago Department of Transportation, Division of Project Development; \$3.0 million

**Northcenter Town Square;** Chicago Department of Transportation; \$1.0 million

**Master Bike and Active Transportation Plan;** Village of Wilmette

**Central Business District Streetscape and Utility Improvements;** Village of Glen Ellyn; \$28.0 million

*At a previous place of employment, Mr. Hutchinson worked with Civiltech on the following projects:*

**North Lake Shore Drive Phase I Study;** Chicago Department of Transportation, Division of Engineering

**Burnham Park: 31st Auxiliary Parking Log Expansion;** Chicago Park District; \$1.6 million

**Grant Park Skate Plaza;** Chicago Park District; \$2.5 million

*At a previous place of employment, Mr. Hutchinson provided Landscape and Streetscape Design services and Project Management on the following projects:*

**Fulton Market District - streetscape, gateway signage, and custom furniture;** Chicago Department of Transportation, Division of Engineering

**Broadway and Lawrence - streetscape, community identifier, performance stage, and plaza design;** Chicago Department of Transportation, Division of Engineering

**River Street - streetscape design and pedestrian space;** City of Batavia

**Fred Anderson Park, including performance state and overhead canopy design;** Chicago Park District

**West Park - playground and performance stage;** Glencoe Park District

**Scoville Park - playground, performance stage, and plaza;** Park District of Oak Park



Samantha Primer, CWS

Environmental Scientist III



### Expertise

NEPA Processing, Coordination,  
and Reports  
Wetlands Assessments

### Education

Master of Science, Plant Biology, University of  
Illinois Urbana-Champaign, 2016  
Bachelor of Science, Environmental Science-  
Land Concentration, University of Illinois  
Urbana-Champaign, 2010

### Certifications

Certified Wetland Specialist,  
Lake County, IL (#C-188)  
Wetland Delineation Certification  
Wetland Training Institute

### Professional Organizations

National Association of  
Environmental Professionals

Samantha is Civiltech's Environmental Scientist. Her areas of specialization include wetland delineations, agency coordination, National Environmental Policy Act Environmental Assessments and Environmental Impact Statements, Clean Water Act 404/401 permitting, threatened and endangered species habitat reviews, and tree surveys. She has worked primarily in Northwest Indiana and Northern Illinois where she's gained experience working with federal and state agencies in the area including the U.S. Army Corps of Engineers, Chicago District, U.S. Fish and Wildlife Service, and the Indiana Department of Natural Resources.

## Representative Projects

### Environmental and Design Studies

**Environmental Impact Statement, North Lake Shore Drive, Grand Avenue to Hollywood Avenue;** City of Chicago; \$3.0 billion

**Environmental Assessment and Design Report, Jackson Park Improvements;** Chicago Department of Transportation

### Tree Surveys

**Tree Survey, 111th Street - Cottage Grove Avenue to Ellis Avenue;** Chicago Department of Transportation

**Tree Survey, Church Street Pedestrian and Bicycle Improvements;** City of Evanston

### Wetland Delineation

**Wetland Delineation, Church Street Pedestrian and Bicycle Improvements;** City of Evanston

**Wetland Delineation and Permitting, Rand Road Sidepath;** City of Des Plaines

**Wetland Delineation, Church Road and Main Street Resurfacing;** Village of Bensenville

*At a previous place of employment, Samantha worked on the following projects:*

### Environmental and Design Studies

**Environmental Impact Statement and GIS Support, West Lake Corridor Project;** Northern Indiana Commuter Transportation District, IN

**Environmental Assessment and GIS Support, Double Track Expansion;** Northern Indiana Commuter Transportation District, IN

**Environmental Impact Statement, Coachella Valley-San Geronio Pass Rail Corridor Service Development Plan;** Riverside County Transportation Commission., CA

**Environmental Impact Statement, Link Union Station;** Los Angeles Metro Transportation Authority, CA

**Categorical Exclusion, Coolidge Terminal Facility;** DLZ Michigan, Detroit, MI

**Various Phase I Studies;** Illinois Department of Transportation

### Wetland Delineation

**Wetland Delineation, Logistic Center Expansion;** Sauk Village, IL

**Wetland Delineation, Lakewood Bikepath;** McHenry County DOT, McHenry County, IL



Samantha Primer, CWS

**Environmental Scientist III**

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### Tree Survey

Tree Survey, 134th Street Lateral Replacement Project; Chicago, IL

### Geographic Information Systems

GIS Support, Noise Analysis; State Department of Transportation, PA, WV, NC

GIS Support, Feasibility Study, Railroad Crossings; Mount Prospect, IL

GIS Support, Black Hills Energy; Fayetteville, AR



Mateen M. Baig

Resident Engineer V



**Expertise**

Construction Inspection  
Construction Staking and Layout  
Resident Engineering

**Education**

Associate in Civil Engineering, 1980  
Stateboard of Tech Education - Hyderabad, India

**Certifications**

IDOT ICORS Certified  
IDOT Documentation of Contract Quantities;  
19-15237 (expires 1/31/2023)  
IDOT Construction Material  
Inspection Documentation  
IDOT QC/QA Mix Aggregate Technician Course  
IDOT Bituminous Concrete Level I  
IDOT Bituminous Concrete Level II  
IDOT Bituminous Concrete  
Density Tester Course  
IDOT Portland Cement Concrete Level I  
IDOT Portland Cement Concrete Level II  
Certified Erosion and Sediment  
Control Inspector  
IDOT S-33 Geotechnical Field  
Testing and Inspection  
IDOT/APWA Local Agency &  
Consultant RE Seminar  
IDOT STTP-S19 Piling  
Stormwater Pollution and Prevention Plan  
Development and Inspection Seminar -  
Kane-DuPage Soil and Water  
Conservation District  
BDE - 2021 Regulated Substances,  
Construction Projects & Special Provisions  
Refresher Training Course

Mateen has many years of experience with all types of transportation improvements. He has been a significant part of projects that range in scale from massive to minor. Mateen has administered projects with multiple forms of underground, sewer, water-main, traffic signal, paving and structures work during his time with us. His previous projects showcase his excellent engineering abilities and personal contact with the business owners, residents, and agencies' departments and staff. Mateen's success on these projects continues to show that he can keep a project moving forward while making sure that the large amount of stakeholders are fully informed.

**Representative Projects**

**Construction Inspection**

- US 6 (159th St.) Will-Cook Road;** Illinois Department of Transportation; \$60 million
- US 30 from US 34 to IL 31;** Illinois Department of Transportation; \$45.0 million
- Citywide Construction Engineering;** Chicago Department of Transportation, Division of Engineering
- Southwest Highway over B&O Railroad Bridge Reconstruction;** Illinois Department of Transportation; \$9.1 million
- I-90 at I-39, Cherry Valley Interchange;** Illinois Tollway; \$56.0 million
- 2008 Streets Resurfacing & Improvements;** Village of Glen Ellyn; \$2.5 million
- Open Road Tolling, Plazas 1, 5, and 7, Northwest Tollway;** Illinois Tollway; \$89.0 million
- Contract CIP-95-728A, Plaza 73 Widening & Modification;** Illinois Tollway; \$30.3 million
- East Panfish Basin Improvements, Street Resurfacing, Rehabilitation and Storm and Water Improvements;** Village of Glen Ellyn; \$0.8 million
- 2007 Street Improvements, Street Resurfacing, Rehabilitation and Storm Sewer Improvements;** Village of Glen Ellyn; \$3.3 million
- Duane Street Improvement Project;** Village of Glen Ellyn; \$2.7 million
- Bloomington Street Improvement Program 2000 and 2001;** Village of Bloomington; \$2.6 million
- Lincoln, Ash, Willow Street Reconstruction and Sanitary Lift Station;** Village of Lombard; \$2.2 million
- Arterial Street Resurfacing 21;** Chicago Department of Transportation and Illinois Department of Transportation; \$4.3 million
- Arterial Street Resurfacing 22;** Chicago Department of Transportation; \$2.3 million
- Arterial Street Resurfacing 25;** Chicago Department of Transportation; \$3.0 million
- Arterial Street Resurfacing 24;** Chicago Department of Transportation; \$3.6 million
- Arterial Street Resurfacing 29;** Chicago Department of Transportation; \$3.5 million
- Arterial Street Resurfacing 32;** Chicago Department of Transportation; \$3.9 million
- Arterial Street Resurfacing 38;** Chicago Department of Transportation; \$2.8 million



Joel Christell, P.E.

Director of Environmental & Design Studies



**Expertise**

- Environmental Assessment and Design Studies
- Public Involvement
- Feasibility Studies
- Traffic Engineering and Impact Studies
- Location Drainage Studies

**Education**

B.S. Civil Engineering, 1999  
University of Illinois at Urbana-Champaign

**Professional Registrations**

Professional Engineer - Illinois; 062-057475

**Certifications**

- Context Sensitive Solutions Approach Class, September 2006  
Illinois Department of Transportation
- Illinois Fundamentals of Drainage and Drainage Studies, April 2006  
Illinois Department of Transportation
- ADA Transition Plan, March 2015  
Illinois Department of Transportation

**Professional Organizations**

- Institute of Transportation Engineers – Illinois Section Past President
- Illinois Association of Environmental Professionals

Joel has been in private consulting engineering since 1999 specializing in environmental and design studies and public involvement. Over the last 20 years, Joel has managed a wide variety of projects including intersection improvements, roadway and pedestrian bridge projects, pedestrian and bicycle projects, and corridor projects. Joel has completed over 45 Federal-aid projects for municipalities and has helped secure over \$50 million dollars of grants for municipalities in the Chicago Region. His knowledge of the Federal-aid processes and procedures has resulted in coordinating with IDOT and municipalities for successful project outcomes.

**Representative Projects**

**Environmental and Design Studies**

**Environmental Assessment and Design Report, IL Route 31 Western Bypass, Edgewood Drive to Rakow Road;** McHenry County Division of Transportation; \$50.4 million

**Environmental Class of Action Determination and Project Development Report, Fairway Drive Extension, U.S. Route 45 to IL Route 60;** Village of Vernon Hills; \$17.0 million

**Environmental Class of Action Determination and Project Development Report, Orchard Road, U.S. Route 30 to Jericho Road;** Kane County Division of Transportation; \$23.6 million

**Environmental Assessment and Design Report, Weiland Road/Lake Cook Road, Lake Cook Road to IL Route 22 and Buffalo Grove Road to Hastings Lane;** Village of Buffalo Grove, Lake County Division of Transportation, and Cook County Department of Transportation and Highways; \$96 million

**Project Development Report, 14th Street Phase I Study - IL Route 131 to Jackson Street;** Lake County Division of Transportation; \$13.4 million

**Project Report, Darrell Road Phase I Study;** Lake County Division of Transportation; \$12.0 million

**Project Development Report, Main Street Reconstruction;** City of Batavia; \$4.4 million

**Project Development Report, Quentin Road, U.S. Route 12 to IL Route 22;** Lake County Division of Transportation; \$22.8 million

**Oak Park Avenue, Irving Park Road to Forest Preserve Drive;** Chicago Department of Transportation, Division of Engineering; \$3.6 million

**Fullerton Avenue, Ashland Avenue to Southport Avenue – Phase I and II;** Chicago Department of Transportation, Streetscape and Sustainable Design Program; \$6.0 million

**Chicago West Side Safe Routes to School Enhancements;** Chicago Department of Transportation, Division of Project Development; \$520,000

**Lincoln Village Pedestrian and Bicycle Bridge – Phase I and II;** Chicago Department of Transportation, Division of Project Development; \$2.0 million

**Chicago Streets for Cycling Phase IV, Project 3 – Phase I and II;** Chicago Department of Transportation, Division of Project Development; \$3.0 million

**Project Development Report, 111th Street - Cottage Grove Avenue to Doty Avenue;** Chicago Department of Transportation; \$2.5 million



Joel Christell, P.E.

Director of Environmental & Design Studies

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## Representative Projects (Continued)

### Environmental Assessment and Design Studies (Continued)

Project Development Report, IL Route 83 Bike Path Phase I Study; Village of Bensenville; \$1.4 million

Project Development Report, U.S. Route 14 (Rand Road) Sidepath; City of Des Plaines

Project Development Report; Lively Boulevard – Thorndale Avenue to Devon Avenue; Village of Elk Grove Village; \$3.2 million

Project Development Report; Church Road Improvements – Grand Avenue to Jefferson Street; Village of Bensenville; \$1.9 million

Project Development Report, Barrington Road/Schaumburg Road Intersection Improvement; Village of Schaumburg; \$4.4 million

Project Development Report, Kreuzer Road Extension, IL Route 47 to Main Street; Village of Huntley; \$4.7 million

Project Development Report; South Main Street Improvements, U.S. Route 14 to South of Virginia Road; City of Crystal Lake; \$4.0 million

Project Report, Fremont Center Road Phase I Study; Lake County Division of Transportation; \$3.0 million

Project Development Report, State and National Parkway; Village of Schaumburg; \$6.0 million

Project Development Report, Biesterfield Road and Oakton Street Resurfacings; Village of Elk Grove Village; \$2.0 million

Project Development Report, John F. Kennedy and Elk Grove Boulevard Resurfacing and Bridge Improvements; Village of Elk Grove Village; \$3.0 million

Project Development Report, Church Road Bike Path; Village of Bensenville; \$1.1 million

Project Development Report, Church Road Reconstruction; Village of Bensenville; \$4.6 million

Project Development Report, Proviso Drive; Village of Berkeley; \$2.0 million

Categorical Exclusion, Greenwood Avenue; Village of Deerfield; \$1.7 million

Project Development Report, Arlington Heights Road/Devon Avenue Intersection Improvement; Village of Elk Grove Village; \$2.6 million

Project Development Report, Wise Road, Roselle Road to Plum Grove Road; Village of Schaumburg; \$6.3 million

Project Development Report, Lively Boulevard, Devon Avenue to Touhy Avenue; Village of Elk Grove Village; \$5.2 million

Project Development Report, Devon Avenue/Tonne Road Intersection Improvement; Village of Elk Grove Village; \$2.0 million

Project Development Report, Haligus Road Extension; Village of Huntley; \$1.8 million

Project Development Report, Fullerton Avenue, Addison Road to Villa Avenue; Village of Addison; \$2.0 million

Project Development Report, Main Street STP Improvement; Village of Lombard

Project Development Report, Addison Road Resurfacing; Village of Addison; \$3.8 million

Project Development Report, McDermott Drive Phase I Study, Taft Avenue to Wolf Road; Village of Berkeley; \$2.3 million

Project Development Report, Lombard Road STP Project Phase I, Fullerton Avenue to U.S. Route 20; Village of Addison; \$3.4 million

Project Development Report, Golfview Road, 31st Street to 1st Avenue; Chicago Zoological Society

Project Development Report, Millennium Trail - Ravens Glen Forest Preserve; Lake County Forest Preserve District; \$4.3 million

Project Development Report, Middlefork Savanna Bridge and Trail Connection; Lake County Forest Preserve District, \$2.0 million

Project Development Report; Des Plaines River Trail Improvements; City of Des Plaines

Project Development Report; Gilmer Road Bike Path Underpass; Lake County Forest Preserves

Project Development Report, Grand Avenue Bike Path Underpass; Lake County Forest Preserve District



Tom Liliensiek, P.E.

Director of Water Resources



### Expertise

- Drainage Design
- Hydrologic and Hydraulic Analysis
- Erosion Control
- Best Management Practices
- Environmental Permitting
- Site Design Engineering
- Pump Stations

### Education

- M.S. Civil Engineering, 1993  
Michigan State University
- B.S. Civil Engineering, 1992  
Michigan State University

### Professional Registrations

Professional Engineer - Illinois; 062-053291

### Professional Organizations

- Illinois Association for Floodplain and Stormwater Management
- American Council of Engineering Companies

Tom joined Civiltech in 2013 and has over 25 years of experience in the planning and design of water, sewer, and stormwater utilities, stormwater and sewer analysis, modeling, and design of hydraulic and hydrologic systems. He is responsible for hydrologic analyses and modeling of watersheds; modeling and analyses of channel and closed conduit flow; hydraulic design of sewers, channels, erosion protection, detention basins and hydraulic control structures. He provides leadership, direction, and guidance to other engineers working on water resource projects.

## Representative Projects

### Freeway and Tollway Design

**Elgin O'Hare Western Access (EOWA) IL-390 - Lively Boulevard to Supreme Drive;** Illinois Tollway; \$88.9 million

### Municipal, Roadway and Highway Drainage Design

**Jackson Park Improvements/Obama Presidential Center;** Chicago Department of Transportation

**Rockland Road Phase II and III;** Village of Libertyville | Libertyville Township Highway Department; Village - \$6.2 million; Township - \$2.0 million

**Berkeley Flood Control Project;** Village of Berkeley; \$5.0 million

**Stormwater Master Plan Update;** City of Highland Park

**Oak Park Avenue, Irving Park Road to Forest Preserve Drive;** Chicago Department of Transportation, Division of Engineering; \$3.6 million

**Burnham Park: 31st Auxiliary Parking Lot Expansion;** Chicago Park District; \$1.6 million

**Storm Sewer Improvements;** Vernon Township, \$390,000

**Weiland Road Improvement;** Lake County Division of Transportation; \$30.0 million

**Lake Cook Road;** Village of Buffalo Grove; \$48.0 million

**North Lake Shore Drive, Phase I Study;** Chicago Department of Transportation, Illinois Department of Transportation

**Business Park Drainage Improvements;** Village of Elk Grove Village; \$12.0 million

## Previous Individual Experience

### Roadway and Highway Drainage Design

**Reagan Memorial Tollway (I-88) Roadway and Bridge Reconstruction and Add-Lane - Aurora Plaza 61 to Orchard Road;** Illinois Tollway; \$65.0 million

**IL - 173, Phase I Study;** Illinois Department of Transportation

**I-190;** Chicago Department of Aviation; \$250.0 million

**35th Street Pedestrian Bridge;** City of Chicago; \$16.0 million

**Peterson Road at IL Route 60;** Lake County Department of Transportation; \$10.0 million

**88th Avenue over Forked Creek;** Will County Department Highways

**Galena Bypass;** Illinois Department of Transportation

**Joliet Street over Hickory Creek;** City of Joliet



Tom Liliensiek, P.E.

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**Director of Water Resources**

## **Previous Individual Experience (Continued)**

### **Roadway and Highway Drainage Design (Continued)**

Naperville Road Interchange; DuPage County Division of Transportation

East-West Tollway (I-88) Widening and Reconstruction; Illinois Tollway

I-294 (Tri-State Tollway)/Willow Road Interchange; Illinois Tollway

I-90 (Northwest Tollway)/Kennedy Expressway to Fox River; Illinois Tollway

IL Route 22 between US Route 12 and Quentin Road; Illinois Department of Transportation

### **Water Resources**

Reconstruction of the Yorkville Dam and Bypass Channel over the Fox River; IDNR; \$8.0 million

Cook County Drainage Various/Various Contract #1; Cook County Highway Department

Cook County Drainage Various/Various Contract #2; Cook County Highway Department





Weronika Moskal, P.E., CFM

Engineer III



**Expertise**

- Hydrologic and Hydraulic Modeling and Analysis
- Drainage and Utility Design
- Floodplain Permitting and Analysis
- Bridge Scour Analysis
- Preparation of Contract Plans, Specifications, and Estimates

**Education**

B.S. Civil and Environmental Engineering, 2016  
University of Illinois at Urbana-Champaign

**Professional Registrations**

Professional Engineer - Illinois; 062-072641  
Certified Floodplain Manager – Illinois;  
IL-19-00842

**Professional Organizations**

Society of Women Engineers

Weronika has been employed with Civiltech since August 2016 after graduating from the University of Illinois at Urbana-Champaign with her bachelor's degree in civil and environmental engineering. She is a member of the Water Resources department and specializes in municipal drainage design. Her other areas of expertise include bridge scour analysis, hydrologic and hydraulic modeling and analysis, drainage and utility design, and floodplain permitting and analysis.

**Representative Projects**

**Drainage Design**

- IL Route 43 and Everett Road;** City of Lake Forest; \$2.5 million
- Reagan Memorial Tollway (I-88) at IL Route 47 Interchange;** Illinois Tollway; \$17.0 million
- Jackson Park Improvements/Obama Presidential Center – Phase I Location Drainage Study and Phase 2 Design;** Chicago Department of Transportation
- IL 176 from Dean Street to Deerpass Road;** Illinois Department of Transportation
- Shoe Factory Road - Beverly to Higgins;** Cook County Department of Transportation and Highways
- Lincoln Village Pedestrian and Bicycle Bridge;** Chicago Department of Transportation - Division of Project Development, Streetscape and Sustainable Design; \$2.5 million
- Fremont Center Road Extension;** Lake County Division of Transportation
- State and National Parkway Improvements;** Village of Schaumburg
- Elk Grove Business Park Drainage Improvements;** Village of Elk Grove Village; \$12.0 million
- JFK/Elk Grove Boulevard Resurfacing and Bridge over Salt Creek Improvement;** Village of Elk Grove Village
- U.S. 6 over Marley Creek;** Illinois Department of Transportation; \$554,000

**Environmental Permitting**

- Rockland Road - USACE 404 Permits;** Village of Libertyville; \$6.1 million
- IL 176 from Dean Street to Deerpass Road - USACE 404 Permits;** Illinois Department of Transportation
- Reagan Memorial Tollway (I-88) at IL Route 47 Interchange - USACE 404 Permits;** Illinois Tollway; \$17.0 million
- Jackson Park Improvements/Obama Presidential Center – USACE 404 Permits;** Chicago Department of Transportation



Jen Hyman, P.E.

Project Manager



### Expertise

Environmental Assessment  
and Design Studies  
Road and Highway Design  
Intersection Design Studies  
Feasibility Studies  
Traffic Engineering and Impact Studies  
Crash Analysis

### Education

B.S. Civil Engineering, 2010  
Purdue University  
M.S. Civil Engineering, 2011  
Purdue University

### Professional Registrations

Professional Engineer - Illinois; 062-066983

### Certifications

IDOT Phase I Training,  
August 2017  
ACEC-IL  
Roadside Safety Design  
FHWA/National Highway Institute  
May 2016  
Course No. 380032A  
Roundabout Design Workshop,  
August 2015  
Northwestern Center for Public Safety  
Highway Safety Manual  
Online Overview,  
June 2015  
FHWA/National Highway Institute  
Course No. 380106  
NEPA and the Transportation  
Decisionmaking Process,  
June 2018  
FHWA/National Highway Institute  
Course No. 142005  
Advanced NEPA Workshop,  
September 2019  
National Association of  
Environmental Professionals  
Advanced NEPA Workshop: Final Rule,  
Updates to the Regulations Implementing the  
Procedural Provisions of NEPA,  
October 2020  
National Association of  
Environmental Professionals

### Professional Organizations

Illinois Association of  
Environmental Professionals

Jen has been employed by Civiltech Engineering since November 2011. She currently serves as a Project Manager for Phase I projects involving environmental and location-design studies, traffic engineering and impact studies, and public involvement activities. Jen's experience includes a wide range of projects from spot intersection improvements to major roadway network changes. She continually expands her knowledge base of policies and regulations related to the National Environmental Policy Act (NEPA) and associated laws. Jen has extensive experience preparing environmental documents and effectively engaging both agencies and the public in the transportation decisionmaking process.

## Representative Projects

### Environmental Assessment and Design Studies

**Environmental Impact Study and Design Report, North Lake Shore Drive Phase I Study;** Illinois Department of Transportation, Chicago Department of Transportation

**Environmental Assessment and Design Report, Federal Actions In and Adjacent to Jackson Park;** City of Chicago, National Park Service, Federal Highway Administration; \$175 million

**Environmental Assessment and Design Report, U.S. Route 14 Grade Separation at CN/EJ&E Railway;** Village of Barrington; \$60.5 million

**Environmental Assessment and Design Report, Weiland Road/Lake Cook Road, Lake Cook Road to IL Route 22 and Buffalo Grove Road to Hastings Lane;** Village of Buffalo Grove, Cook County Department of Transportation; \$96.0 million

**Environmental Assessment and Design Report, Caton Farm and Bruce Road, Gaylord Road to Cedar Road;** Will County Department of Highways

**Project Development Report, Quentin Road, U.S. Route 12 to IL Route 22;** Lake County Division of Transportation; \$22.8 million

**Project Report, Darrell Road Phase I Study;** Lake County Division of Transportation

**State Approved Categorical Exclusion Group II, Church Road Bike Path Phase I Study, Grove Avenue to Irving Park Road;** Village of Bensenville; \$1.6 million

**Categorical Exclusion Group I, Caton Farm Road and Essington Road Intersection Improvement;** City of Joliet; \$2.5 million

**Categorical Exclusion Group I, Greentree Parkway/Red Top Drive/4th Avenue Resurfacing;** Village of Libertyville; \$1.4 million

**Categorical Exclusion Group I, Higgins Road (IL Route 72) Bike Path Phase I Study;** Village of Schaumburg; \$700,000

**Categorical Exclusion Group I, Rockland Road Phase I Study, IL Route 21 to St. Mary's Road;** Village of Libertyville, Libertyville Township; \$7.3 million

**State Approved Categorical Exclusion, Golf Road Resurfacing, Butterfield Road to IL Route 21;** Village of Libertyville; \$1.8 million

**State Approved Categorical Exclusion, North York Road/Harger Road Intersection Improvement;** Village of Oak Brook; \$8.2 million

### Feasibility Studies

**Tuscan Woods Noise Barrier;** Village of Oak Brook



Jen Hyman, P.E.

**Project Manager**

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## **Representative Projects (Continued)**

### **Feasibility Studies (Continued)**

North York Road Feasibility Study; Village of Oak Brook

Hamilton Lakes/Elgin-O'Hare Expressway Access Study; Hamilton Partners

### **Traffic Engineering and Impact Studies**

Vernon Hills Traffic Engineering Studies; Village of Vernon Hills

Roselle Road and Bethel Lane Traffic Study; Village of Schaumburg

Meacham Road at American Lane Crosswalk; Village of Schaumburg

Glen Ellyn STP Application and Pennsylvania One-Way, Two-Way Study; Village of Glen Ellyn

Morton Arboretum Access Study; The Morton Arboretum

### **Site Design Engineering**

Panera Bread Site Plans; Village of Highland Park



John Magill

Landscape Designer



**Expertise**

- Landscape Design
- Graphic Presentations
- Streetscape Design
- Community Identification / Gateways
- Custom Site Furnishings Design

**Education**

- Master of Landscape Architecture with an Ecological Focus, 2016  
Colorado State University
- MS Plant, Soil and Agricultural Systems; Ornamental Horticulture, 2011  
Southern Illinois University
- BA Geology, 2007  
Southern Illinois University

**Professional Registrations**

- Green Roof Professional, 2014
- Green Roofs for Healthy Cities

John joined Civiltech in 2019 as a Landscape Designer. He specializes in landscape design with an ecological and sustainable focus. In addition, he excels in graphic presentations, streetscape design, community identification, and custom site furnishings.

**Representative Projects**

- Elk Grove Monument Signs;** Village of Elk Grove Village; \$473,000
- Biesterfield Road Medians;** Village of Elk Grove Village; \$213,632
- Arlington Heights Road Medians;** Village of Elk Grove Village; \$6.1 million
- North Lake Shore Drive Phase I Study;** Chicago Department of Transportation, Division of Engineering
- Jackson Park Improvements/Obama Presidential Center;** Chicago Department of Transportation
- Central Business District Streetscape and Utility Improvements;** Village of Glen Ellyn; \$28.0 million

*At a previous place of employment, John provided Landscape Design services on the following projects:*

- Mills Design Group;** Landscape Architectural Designer; 2018-April 2019
- Green Grass Landscape Architecture and Contracting;** Landscape Designer; 2016-2017
- Hursthouse Landscape Architects & Contractors;** Intern; 2016
- Stan Clauson Associates;** Intern; 2015
- Bennett & Brosseau Roofing, Inc.;** Green Roof Horticulturist; 2011-2013
- SIUC Green Roof;** Research Assistant; 2010-2011



Kristin Kalitowski, P.E.

Project Manager



### Expertise

Roadway and Highway Design  
Drainage Design  
Site Design Engineering  
Street Rehabilitation and Reconstruction  
Bicycle and Pedestrian Facility Design

### Education

B.S. Civil Engineering, 2002  
Purdue University

### Professional Registrations

Professional Engineer - Illinois; 062-059477

### Certifications

Illinois Fundamentals of  
Geometric Design, June 2003

Northwestern University  
Center for Public Safety

### Professional Organizations

American Society of Civil Engineers

Kristin has been with Civiltech Engineering since May of 2002 and currently serves as a Project Manager primarily on Phase II projects in the Design Services department. She specializes in geometric roadway design, bicycle and pedestrian facility design, highway design, street rehabilitation and reconstruction, and drainage design. Kristin routinely leads utility coordination on projects across company departments and brings ADA design and compliance expertise. She is a strong leader with outstanding communication and organizational skills beneficial to both in-house design team management and public involvement campaigns.

## Representative Projects

### Street Rehabilitation and Reconstruction

**Central Business District Streetscape and Utility Improvements;** Village of Glen Ellyn; \$10.0 million

**Naperville Downtown Streetscape - Phase II;** City of Naperville; \$5.0 million

**Rozanne Drive over Westwood Creek Bridge Replacement;** Village of Addison; \$450,000

**Brandywyn Lane and Thompson Boulevard Improvements;** Village of Buffalo Grove; \$4.85 million-Brandywyn; \$6.52 million-Thompson

**Circle Avenue;** Village of Lombard; \$1.4 million

**Lombard Meadows Reconstruction Phase I and II;** Village of Lombard; \$5.2 million

**Olde Towne East Project;** Village of Lombard; \$4.9 million

**Duane Street Main Basin Improvement;** Village of Glen Ellyn; \$2.5 million

**North Industrial Park Street Rehabilitation;** Village of Lombard; \$2.7 million

**Mission Hills Road Rehabilitation;** Mission Hills Homeowners Association; \$1.2 million

**Forest Avenue, Hillside Avenue and Appian Way;** Village of Glen Ellyn; \$1.0 million

**Lively Boulevard / JFK Boulevard;** Village of Elk Grove Village; \$2.5 million

**Biesterfield Road / Oakton Street Resurfacing;** Village of Elk Grove Village; \$2.0 million

### Roadway and Highway Design

**Fremont Center Road Extension;** Lake County Division of Transportation; \$3 million

**IL Route 43 and Everett Road;** City of Lake Forest; \$2.5 million

**Lakeview Parkway and IL Route 60;** Village of Vernon Hills; \$4.6 million

**55th Street (Dunham Road to Clarendon Hills Road);** DuPage County Division of Transportation; \$8.5 million

**Woodfield Road (Martingale Road to IL 53 East Frontage Road);** Village of Schaumburg; \$7.2 million

**Woodfield Road (Meacham Road to Martingale Road);** Village of Schaumburg; \$5.9 million

**Gilmer Road and Midlothian Road;** Lake County Division of Transportation; \$12.0 million



Kristin Kalitowski, P.E.

Project Manager

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## **Representative Projects (Continued)**

### **Roadway and Highway Design (Continued)**

Algonquin Road at West Drive Intersection Improvements; Village of Schaumburg; \$2.4 million

Lake Cook Road; Village of Buffalo Grove; \$45.0 million

Salem Drive - Bode Road to Golf Road; Village of Schaumburg; \$2.5 million

Walnut Lane - Golf Road to Bode Road; Village of Schaumburg; \$2.5 million

Fairfield Road/Route 176; Lake County Division of Transportation; \$11.8 million

Shoe Factory Road Improvements; Village of Hoffman Estates; \$11.5 million

Barrington Road at Schaumburg Road; Village of Schaumburg; \$7.4 million

Illinois Route 31 (Western Algonquin Bypass); McHenry County Division of Transportation; \$60.0 million

IL Route 83 at Greenleaf Avenue; Village of Elk Grove Village; \$3.8 million

IL Route 83 at Pratt Boulevard; Village of Elk Grove Village; \$3.4 million

Greenwood Road at Glenview Road; Village of Glenview, \$3.9 million

Essington Road at Hennepin Drive; City of Joliet, \$2.7 million

Special Assessment 219 Watermain and Sanitary Sewer Replacement; Village of Lombard; \$1.0 million

Wright Boulevard; Village of Schaumburg; \$5.3 million

U.S. Route 30, U.S. Route 45 to IL 43; Illinois Department of Transportation; \$30.0 million

Wise Road Phase II Improvements; Village of Schaumburg; \$6.3 million

Haligus Road STP Improvement; Village of Huntley; \$1.8 million

Devon and Arlington Heights Intersection Phase II; Village of Elk Grove Village; \$2.6 million

Lively Boulevard STP Improvement, Devon to Touhy; Village of Elk Grove Village; \$5.0 million

Lake Street/Springfield Drive; Village of Bloomingdale; \$695,000

Contract RR-03-5168; I-Pass Only Lane Expansion (Plazas 37 and 51); Illinois Tollway; \$1.5 million

Naperville Road/Warrenville Road Grade Separation and I-88 Interchange Improvement; DuPage County Division of Transportation; \$68.0 million

### **Bicycle and Pedestrian Facility Design**

Meacham Road and Golf Road Bikepath Project; Village of Schaumburg; \$1.3 million

North York Street Sidewalk Phase II; City of Elmhurst; \$1.9 million

Illinois Route 83 Bike Path - Foster Ave to Bryn Mawr Ave; Village of Bensenville; \$1.4 million

Rand Road Sidepath - Central Rd to Elk Blvd; City of Des Plaines; \$3.8 million

Church road Bike Path and Milwaukee District/West Railway Crossing; Village of Bensenville; \$7.4 million

Randall Road Transit Infrastructure Improvements; Kane County Division of Transportation; \$900,000

Lake Cook Road; Village of Buffalo Grove; \$45.0 million

Fairfield Road/Route 176; Lake County Division of Transportation; \$11.8 million



## **SECTION 5**

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Operating History  
Project Understanding & Approach  
Company Experience  
Key Personnel

# **Hourly Rates**

Forms



# Cost Estimate of Consultant Services

Task	Personnel & Hours										Total Hours	% of Hours	Labor Cost	Total Fee
	Project Manager	Project Engineer	Sr. Drainage Engineer	Drainage Engineer	Sr. Design Engineer	Inspection Engineer	Environmental Scientist	Landscape Architect	Landscape Designer	Admin. Asst.				
	\$54.00	\$46.00	\$70.00	\$40.00	\$70.00	\$57.00	\$40.00	\$52.00	\$29.00	\$20.00				
<b>1 Plan Reviews</b>														
	16	8	4	8	8	0	40	40	16	0	140	26.0%	\$ 6,536	\$ 16,829
<b>2 Landscape and WMO Annual Inspections</b>														
	15	0	15	20	0	90	30	30	0	0	200	37.2%	\$ 10,550	\$ 27,165
<b>3 Landscape Code Review</b>														
	8	8	0	0	0	0	0	20	0	0	36	6.7%	\$ 1,840	\$ 4,738
<b>4 Concept Planning, Specifications, and Cost Estimates</b>														
	4	8	2	4	0	0	0	8	32	0	58	10.8%	\$ 2,228	\$ 5,737
<b>5 Coordination Meetings</b>														
	26	0	0	0	0	0	26	52	0	0	104	19.3%	\$ 5,148	\$ 13,255
<b>Sub-Total</b>	<b>69</b>	<b>24</b>	<b>21</b>	<b>32</b>	<b>8</b>	<b>90</b>	<b>96</b>	<b>150</b>	<b>48</b>	<b>0</b>	<b>538</b>			
<b>% of Hours</b>	<b>12.8%</b>	<b>4.5%</b>	<b>3.9%</b>	<b>5.9%</b>	<b>1.5%</b>	<b>16.7%</b>	<b>17.8%</b>	<b>27.9%</b>	<b>8.9%</b>	<b>0.0%</b>		<b>100.0%</b>		
Total Cost	\$3,726	\$1,104	\$1,470	\$1,280	\$560	\$5,130	\$3,840	\$7,800	\$1,392	\$0			\$26,302	\$67,724
Multiplier*	2.5749													\$67,724
Direct Costs (See Exhibit A-4)														\$1,764
														\$0
<b>Total Engineering Cost:</b>													<b>\$69,488</b>	





Statement of Qualifications  
**Landscape Architect Services (#21-055)**

Village of Orland Park

# Workhours

Item No.	Task											Total Hours	% of Hours
		Project Manager	Project Engineer	Sr. Drainage Engineer	Drainage Engineer	Sr. Design Engineer	Inspection Engineer	Environmental Scientist	Landscape Architect	Landscape Designer	Admin. Asst.		
<b>1</b>	<b>Plan Reviews</b>												
A.	Landscape Plans - Estimated average review of 20 plans per year	8	8						40	16		72	51.4%
B.	Wetland Reporting - Estimated average review of 15 reports/submittals per year	8		4	8	8		40				68	48.6%
	<b>Sub-total Item 1</b>	<b>16</b>	<b>8</b>	<b>4</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>40</b>	<b>40</b>	<b>16</b>	<b>0</b>	<b>140</b>	<b>100.0%</b>
<b>2</b>	<b>Landscape and WMO Annual Inspections</b>												
A.	Inspections of installed landscapes and landscape features per approved landscape plans - Estimated average of 30 inspections per year	15		15	20		90	30	30			200	100.0%
	<b>Sub-total Item 2</b>	<b>15</b>	<b>0</b>	<b>15</b>	<b>20</b>	<b>0</b>	<b>90</b>	<b>30</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>100.0%</b>
<b>3</b>	<b>Landscape Code Review</b>												
A.	Review of Section 6-305 Landscape and Tree Preservation - Estimated average of 2 code updates per year	8	8						20			36	100.0%
	<b>Sub-total Item 3</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>36</b>	<b>100.0%</b>
<b>4</b>	<b>Concept Planning, Specifications, and Cost Estimates</b>												
A.	Provide concept-level plans, design reviews, specifications and cost estimates for various Village-initiated landscape projects - Estimated average of 2 per year	4	8	2	4				8	32		58	100.0%
	<b>Sub-total Item 4</b>	<b>4</b>	<b>8</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>32</b>	<b>0</b>	<b>58</b>	<b>100.0%</b>
<b>5</b>	<b>Coordination Meetings</b>												
A.	Attend bi-weekly coordination meetings with Village staff - Estimated average of 26 per year	26						26	52	0		104	100.0%
	<b>Sub-total Item 5</b>	<b>26</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>26</b>	<b>52</b>	<b>0</b>	<b>0</b>	<b>104</b>	<b>100.0%</b>
	<b>Total Hours:</b>	<b>69</b>	<b>24</b>	<b>21</b>	<b>32</b>	<b>8</b>	<b>90</b>	<b>96</b>	<b>150</b>	<b>48</b>	<b>0</b>	<b>538</b>	
	<b>% of Hours:</b>	<b>12.8%</b>	<b>4.5%</b>	<b>3.9%</b>	<b>5.9%</b>	<b>1.5%</b>	<b>16.7%</b>	<b>17.8%</b>	<b>27.9%</b>	<b>8.9%</b>	<b>0.0%</b>	<b>100.0%</b>	



# Direct Costs

				Direct Cost	Subconsultant Expense
<b>Item 2</b>	<b>Landscape and WMO Annual Inspections</b>				
<b>Mileage</b>					
	30 trips @	70 miles @	\$0.560	\$1,176.00	
<b>Item 5</b>	<b>Coordination Meetings</b>				
<b>Mileage</b>					
	15 trips @	70 miles @	\$0.560	\$588.00	
<b>TOTAL:</b>				<b>\$1,764</b>	<b>\$0</b>



## **SECTION 6**

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Operating History  
Project Understanding & Approach  
Company Experience  
Key Personnel  
Hourly Rates

**Forms**

PROPOSAL SUMMARY SHEET  
RFP #21-055  
Landscape Architect Services

Business Name: Civiltech Engineering, Inc.

Street Address: Two Pierce Place, Suite 1400

City, State, Zip: Itasca, IL 60143

Contact Name: Joel Christell, P.E.

Title: Director of Environmental & Design Studies

Phone: 630.735.3941 Fax: 630.773.3975


E-Mail address: jchristell@civiltechinc.com

Price Proposal

PROPOSAL TOTAL \$ 69,488

AUTHORIZATION & SIGNATURE

Name of Authorized Signee: Jonathan R. Vana, P.E.

Signature of Authorized Signee: 

Title: President | Director of Design Services Date: 10.20.21

 **ORLAND PARK**  
**CERTIFICATE OF COMPLIANCE**

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The undersigned Jonathan R. Vana, P.E., as President | Director of Design Services  
*(Enter Name of Person Making Certification)* *(Enter Title of Person Making Certification)*

and on behalf of Civiltech Engineering, 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.#: 36-3606666  
*(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 10.12.1988  
*(State of Incorporation)* *(Date of Incorporation)*

**2) 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.

**3) 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."

4) 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.

5) TAX CERTIFICATION:      Yes  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.

6) 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

Jonathan R. Vana, P.E.

\_\_\_\_\_  
Name of Authorized Officer

President | Director of Design Services

\_\_\_\_\_  
Title

10.20.21

\_\_\_\_\_  
Date

## REFERENCES

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

**Bidder's Name:** Civiltech Engineering, Inc.

*(Enter Name of Business Organization)*

- |                 |                                                    |
|-----------------|----------------------------------------------------|
| 1. ORGANIZATION | <u>Village of Elk Grove Village</u>                |
| ADDRESS         | <u>450 E. Devon, Elk Grove Village, IL 60007</u>   |
| PHONE NUMBER    | <u>847.734.8800</u>                                |
| CONTACT PERSON  | <u>Brian Lovering, P.E.</u>                        |
| YEAR OF PROJECT | <u>Ongoing</u>                                     |
| 2. ORGANIZATION | <u>Village of Glen Ellyn</u>                       |
| ADDRESS         | <u>30 South Lambert Road, Glen Ellyn, IL 60137</u> |
| PHONE NUMBER    | <u>630.547.5520</u>                                |
| CONTACT PERSON  | <u>Tom Topor, P.E.</u>                             |
| YEAR OF PROJECT | <u>Ongoing</u>                                     |
| 3. ORGANIZATION | <u>City of Naperville</u>                          |
| ADDRESS         | <u>400 South Eagle St, Naperville, IL 60540</u>    |
| PHONE NUMBER    | <u>630.420.4191</u>                                |
| CONTACT PERSON  | <u>Chris Nichols, P.E.</u>                         |
| YEAR OF PROJECT | <u>Ongoing</u>                                     |





## ***INSURANCE REQUIREMENTS***

*Please submit a policy Specimen Certificate of Insurance showing current coverage's*

### **WORKERS' COMPENSATION & EMPLOYER LIABILITY**

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

### **AUTOMOBILE LIABILITY (ISO Form CA 0001)**

\$1,000,000 – Combined Single Limit Per Occurrence  
Bodily Injury & Property Damage

### **GENERAL LIABILITY (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  
**Additional Insured Endorsements:** ISO CG 20 10 or CG 20 26 and  
CG 20 01 Primary & Non-Contributory  
Waiver of Subrogation in favor of the Village of Orland Park



### **PROFESSIONAL LIABILITY**

\$1,000,000 Limit - Claims Made Form, Indicate Retroactive Date  
Deductible not-to-exceed \$50,000 without prior written approval



### **UMBRELLA LIABILITY (Follow Form Policy)**

\$2,000,000 – Each Occurrence \$2,000,000 – Aggregate  
***EXCESS MUST COVER:*** General Liability, Automobile Liability, Employers' Liability



### **UMBRELLA/EXCESS PROFESSIONAL LIABILITY**

\$1,000,000 Limit – Claims Made Form, Indicate Retroactive Date  
Deductible not-to-exceed \$50,000 without prior written approval



### **BUILDERS RISK**

Completed Property Full Replacement Cost Limits -  
Structures under construction



### **ENVIRONMENTAL IMPAIRMENT/POLLUTION LIABILITY**

\$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



### **CYBER LIABILITY**

\$1,000,000 Limit per Data Breach for liability, notification, response,  
credit monitoring service costs, and software/property damage

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, Nicole Merced, Purchasing Coordinator, 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 ON 10/18/2021

  
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Signature

Joel Christell, P.E.

Printed Name

Director of Environmental & Design Studies

Title

Authorized to execute agreements for:

Civiltech Engineering, Inc.

Name of Company

*Note: Sample Certificate of Insurance and Additional Insured Endorsements attached.*



## **ADDITIONAL COVERAGES WHEN REQUIRED BY WRITTEN CONTRACT**

This is a summary of the coverage provided under the following form (complete form available):

### **COMMERCIAL AUTOMOBILE COVERAGE FORM HA 99 16 03 12**

#### **Additional Insured if Required by Contract**

Paragraph A.1. - WHO IS AN INSURED - of Section II - Liability Coverage is amended to add:

When you have agreed, in a written contract or written agreement, that a person or organization be added as an additional insured on your business auto policy, such person or organization is an "insured", but only to the extent such person or organization is liable for "bodily injury" or "property damage" caused by the conduct of an "insured" under paragraphs a. or b. of Who is and Insured with regard to the ownership, maintenance or use of a covered "auto."

#### **Primary and Non-Contributory**

Only with respect to insurance provided to an additional insured in 1.D. – Additional Insured If Required by contract, the following provisions apply:

- 1) **Primary Insurance When Required By Contract:** This insurance is primary if you have agreed in a written contract or written agreement that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in Other Insurance Clause.
- 2) **Primary and Non-Contributory To Other Insurance When Required By Contract:** If you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs (1) and (2) do not apply to other insurance to which the additional insured has been added as an additional insured.

When this insurance is excess, we will have no duty to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other that this insurance would pay for the loss in the absence of this insurance; and
- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, by method described in Other Insurance 5.d.

#### **Waiver of Subrogation**

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payment we make for damages under the Coverage Form.

## ADDITIONAL COVERAGES BY WRITTEN CONTRACT, AGREEMENT OR PERMIT

This is a summary of the coverage provided under the following form (complete form available):

### BUSINESS LIABILITY COVERAGE FORM SS 00 08 04 05

#### Additional Insured When Required by Written Contract, Written Agreement or Permit

WHO IS AN INSURED under Section C. is amended to include as an additional insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- (a) In the performance of your ongoing operations;
- (b) In connection with your premises owned by or rented to you; or
- (c) In connection with "your work" and included within the "products completed operations hazard", but only if
  - (i) The written contract or written agreement requires you to provide such coverage to such additional insured; and
  - (ii) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products completed operations hazard".

The person(s) or organization(s) are additional insureds when you have agreed, in a written contract, written agreement or because of a permit issued by a state or political subdivision, that such person or organization be added as an additional insured on your policy, provided the injury or damage occurs subsequent to the execution of the contract or agreement, or the issuance of the permit.

A person or organization is an additional insured under the provision only for that period of time required by the contract, agreement or permit.

With respect to the insurance afforded to the additional insured, this insurance does not apply to: "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or failure to render, any professional architectural, engineering or surveying services, including:

- (a) The preparing, approving, or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or drawings and specification; or
- (b) Supervisory, inspection, architectural or engineering activities.

The limits of insurance that apply to additional insureds are described in Section D. Limits Of Insurance.

How this insurance applies when other insurance is available to an additional insured is described in the Other Insurance Condition in Section E. Liability And Medical Expenses General Conditions.

No person or organization is an insured with respect to the conduct of any current or past partnership, joint venture or limited liability company that is not shown as a Named Insured in the Declarations.

#### Other Insurance

If other valid and collectible insurance is available for a loss we cover under this Coverage Part, our obligations are limited as follows:

**When You Add Others As An Additional Insured To This Insurance:** That is other insurance available to an additional insured. However, the following provisions apply to other insurance available to any person or organization who is an additional insured under this Coverage Part:

- (a) **Primary Insurance When Required By Contract:** This insurance is primary if you have agreed in a written contract, written agreement or permit that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in c. below.
- (b) **Primary And Non-Contributory To Other Insurance When Required By Contract:** If you have agreed in a written contract, written agreement or permit that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs **(a)** and **(b)** do not apply to other insurance to which the additional insured has been added as an additional insured.

**c. Method Of Sharing**

If all the other insurance permits contribution by equal shares, we will follow this method also. Under this approach, each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

**Waiver of Subrogation**

If you have waived any rights of recovery against any person or organization for all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, we also waive that right, provided you waived your rights of recovery against such person or organization in a contract, agreement or permit that was executed prior to the injury or damage

