



January 5, 2026

VIA E-MAIL
(4) Page(s) Inclusive
mmazza@orlandpark.org

Mike Mazza, Operations Manager – Natural Resources and Facilities (OWNER)
Village of Orland Park
14700 Ravinia Avenue
Orland Park, Illinois 60462

Re: Centennial Park Aquatic Center – Phase 2 and Orland Park Health Fitness
Center Pool Renovations
15600 West Ave, Orland Park, IL 60462 and 15430 West Ave, Orland Park, IL
60462
Proposal for Professional Services – Construction Observation

Dear Mr. Mazza:

It was a pleasure talking with you about your Architectural needs. We thank you for the opportunity to work with you. We have reviewed the project and understand the scope of services. We feel that our experience with similar projects and our dedication to exceptional design and service will blend in perfectly with this project. We have described our scope of services below.

PROJECT UNDERSTANDING:

- I. TRIA Architecture (TRIA) will complete all Architectural Services for you (OWNER), as described herein. This proposal is based on the following key components:
 - A. Bidding and Negotiations services for both pool renovation projects listed above.
 - B. Construction Observation services for both pool renovation projects listed above.
- II. All additional services requested by the OWNER or Authorities Having Jurisdiction will be completed on a Time and Material basis above and beyond this proposal, including travel.

DESIGN PHASE SERVICES:

- I. Previously completed under a separate contract with TRIA.

BIDDING PHASE:

- I. TRIA will assist the OWNER with all bidding, soliciting contractors, Requests for Information (RFI's), pre-bid meeting, and evaluation of the lowest apparent bidder.

CONSTRUCTION OBSERVATION PHASE:

- I. TRIA will assist the OWNER with construction observation including up to two (2) shop drawing reviews of items within our scope of services and responding to requests for information (RFI) to clarify items within our scope of services.

TRIA ARCHITECTURE

Illinois Office | Corporate Headquarters: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527

Indiana Office: 436 Sand Creek Drive N, Suite 105, Chesterton, Indiana 46304

Company Main: 630.455.4500 Fax: 630.455.4040

www.TriaArchitecture.com

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- II. TRIA will attend regular Owner/Architect/Contractor meetings on site.
- III. TRIA will review, process and track any change order requests for OWNER review.
- IV. TRIA will review all contractor pay requests. The OWNER will review all certified payroll and lien waivers for accuracy.
- V. All scheduled services cease 60 days after the date of substantial completion set in the specifications.
- VI. TRIA will perform Construction Observation and punch list walk-throughs.
- VII. The base fee listed below assumes both pool projects are awarded to a single General Contractor.
 - A. The fees below assume that on-site meeting for each pool project will be held one immediately after the other.
 - B. If the pool projects are awarded to two separate general Contractors, the additional fee listed below will be required to complete Construction Observation Services listed.

GENERAL ITEMS:

- I. The OWNER shall provide the following:
 - A. The Contract for Construction between the Owner and the Contractor.
- II. Items excluded from this proposal:
 - A. Revisions to the design as required to add scope to the project requested by the OWNER.
- III. This proposal is based upon attendance at up to thirty-two (32) construction observation field visits/meetings, and two (2) punch list walk-throughs.
 - A. Because of the undetermined length and amount of additional meetings the OWNER may request, TRIA will prepare any presentation materials required and attend any other meetings requested by the OWNER, on a Time-and-Material basis above and beyond this proposal, including travel.

This proposal references and includes the AIA Document B101 (2017 edition) - Standard Form of Agreement between Owner and Architect, Articles two, three, five, six, seven, eight (with the litigation option for section 8.2.4), nine and ten inclusive.

As discussed, our goal is not just to complete this project, but also to continue our relationship with you so that we may fill any future design needs of yours. Please review this proposal and don't hesitate to contact me if you have any questions or require any additional information. **If this proposal is acceptable, please execute all of the yellow highlighted areas and send the entire proposal back to our office.** TRIA Architecture and I look forward to your direction and working with you.

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FEE SCHEDULE

BASE FEE PROPOSAL: Architectural Services as described above **for a Lump Sum Fee of \$177,372.00.**

Contingency: \$20,000.00

Total: \$197,372.00

2025 HOURLY RATES

(For services above and beyond our scope of services listed above):

Principal Architect	\$250.00
Associate Architect	\$210.00
Senior Project Manager	\$195.00
Project Manager	\$185.00
Senior Architect / Senior Interior Designer	\$175.00
Architect 3 / Architectural Staff 3 / Interior Designer 3	\$175.00
Architect 2 / Architectural Staff 2 / Interior Designer 2	\$165.00
Architect 1 / Architectural Staff 1 / Interior Designer 1	\$155.00
Architectural Staff	\$145.00
Graphic Designer	\$150.00
Architectural Intern / Interiors Intern	\$135.00
Administrative Assistant	\$125.00

Work shall be completed by 12/31/2027

Approved by (Sign / Print):

Title:

Date:

Sincerely,



TRIA ARCHITECTURE, INC.

Ronald E McGrath, AIA, **LEED AP**

Principal Architect

REM/jp

Attachments: None

File Name: MRK.PRP.010526.VOP.Pool CO.docx

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TERMS AND CONDITIONS

- I. If TRIA is requested to perform any onsite visits during construction, the OWNER or Contractor will obtain General Liability Insurance during construction and name TRIA as additional insured.
- II. The OWNER will be responsible for all material, printing and distribution costs of progress printings, presentations, office drawings and bid documents. These will be provided through TRIA as a reimbursable expense.
- III. TRIA shall not be liable or responsible for the quality of materials, equipment and fixtures used, nor the quality of workmanship on the project.
- IV. The OWNER will provide proportional monthly progress payments throughout the project and final payment upon completion of TRIA's services for that phase.
- V. If any payment is not paid by the OWNER when due, the unpaid balance shall accrue interest at one and one-half percent (1.5%), or the maximum legal rate, per month until paid.
- VI. TRIA reserves the right to cease all services until prompt payment of all outstanding invoices. In the event any portion of an account remains unpaid 120 days after the billing, TRIA may institute collection action and the OWNER shall pay all costs of collection, including reasonable attorney fees.
- VII. Payment of invoices is in no case subject to unilateral discounting, back-charges, or set-offs by the OWNER, and payment is due regardless of suspension or termination of this agreement by either party. Time allotted for permit revisions are deemed inconsequential to the whole project, therefore no portion of the fee will be credited if the project does not go through the permit process.
- VIII. This proposal is valid for a period of 45 days. After that period, TRIA will provide a revised proposal for any services.
- IX. If the services covered by this proposal have not been completed within eight (8) months of the date hereof through no fault of TRIA, the amounts of compensation, rates and multiples set forth herein shall be equitably adjusted.
- X. All designs are the property of TRIA and are not to be used for any project without the expressed written consent of TRIA. The OWNER will allow TRIA full access to the site and project to be photographed for use in marketing material. The OWNER will provide a copy of the final approved permit set to TRIA.
- XI. To the fullest extent permitted by law, and notwithstanding any other provisions of this agreement, the total liability, in the aggregate, of TRIA and TRIA's officers, directors, partners, employees, agents, and subconsultants, and any of them, to the OWNER and anyone claiming by, through or under the OWNER, for any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to the Project or Agreement from any cause or causes, including, but not limited to the negligence, professional errors and omissions, strict liability, breach of contract or warranty, expressed or implied, of TRIA and TRIA's officers, directors, partners, employees, agents, and subconsultants, or any of them, shall not exceed the amount of TRIA's insurance limits.
- XII. TRIA and the OWNER waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with AIA B101 (2017 edition) - Article 9.
- XIII. Hourly rates are subject to change at the beginning of every calendar year.
- XIV. TRIA reserves the right to renegotiate the fee should changes in the scope of services occur.
- XV. All reimbursables will be forwarded with a 1.1 multiplier factor. All additional services will proceed only on a verbal or written "as directed" basis from the OWNER.
- XVI. TRIA will not be held responsible for identifying and/or investigating any existing hazardous conditions or materials on site.

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