

**CLERK'S CONTRACT and AGREEMENT COVER PAGE**

**Legistar File ID#:** 2022-0020

**Contract #:** 2022042

**Start date:** 3/1/2022

**End date:** 12/31/2024

**Amount:**

**Department:** Public Works

**Contract Type:** Master Service Agreement

**Contractors Name:** Kluber, Inc.

**Status of Ownership:** N/A

**Status of Sub:** N/A

**Certification:** Attached  Self-Certifying  Did not disclose

**Contract Description:** Mechanical, Electrical, and Plumbing (MEP) and Architectural Services

1. Exhibit B - Rec Admin Entry Ramp & ADA Access
2. Exhibit B - Provide Bidding Docs & Specs to replace the double-tier & single-Tier "Z" lockers at SportsPlex (\$9,959.00)
3. Exhibit B - Provide Bidding Docs & Specs for 14249 Wolf Rd (\$10,831.00)

**Village of Orland Park**  
**Sole Source Request Form**  
 Required for Purchases \$5,000 - \$24,999

Department Public Works

Date 10/10/2022

Division (if applicable) NRF

Description of Good/Service Demo Bid Documents - 14249 Wolf Road

Manufacturer or Supplier Kluber Inc.

Dollar Amount 10,831.00

Have Adequate Funds Been Budgeted For This Purchase? Yes  No

Account number(s) 1008010 432800

**Section 1 - Sole Source Justification**

A Sole Source Purchase is available from only one supplier and must meet at least one of the following criteria (check the appropriate box):

- One-of-a-Kind The commodity or service has no competitive product alternatives available on the market.
- Compatibility** The commodity or service must match existing brand of equipment for compatibility.
- Replacement Part The commodity is a replacement part for a specific brand of existing equipment.
- Operation Continuity** The commodity or service is needed to maintain operational continuity.
- Unique Design The commodity or service must meet physical design or quality requirements.
- Delivery Date Only one supplier can meet necessary delivery requirements.
- Emergency URGENT NEED for the item or service does not permit soliciting competitive bids.
- Other

**Explain how your purchase of goods or services meets one or more of the above criteria for a valid sole source**

Kluber is currently working on the demo bid documents for 14101 Wolf Road. As such, Public Works requested a proposal for Kluber to provide Demolition Bidding Documents and Specifications for 14249 Wolf Road. The goal is for the all buildings on site to be demolished and restored with a low-maintenance vegetation (e.g. turf grass). Existing asphalt surfaces shall remain as-is on the property.

**Price Reasonableness**

I determined that the price is reasonable for one of the following reasons:

Relevant documentation attached

- I compared the proposed price to prices I previously paid for the same or similar services.
- I compared the proposed price to current published catalog, price lists, or market prices as documented in the attachments.
- I compared the proposed price to rough yardsticks and did not discover significant inconsistencies that warrant additional inquiry.
- Based on my knowledge of the market, my experience of prior similar proposals, or knowledge imparted by technical experts.
- The price is set by law or regulations.
- Market research reveals that same or similar goods or services are available for a similar price.

**Section 2 - Purchasing Authorization - (Section 1 of this form must be completed)**

Purchase through Cooperative Purchasing (attach contract documentation)

- |  |   |
|--|---|
| <input type="checkbox"/> <a href="#">State of Illinois Joint Purchase Program</a>                            | <input type="checkbox"/> <a href="#">Omnia Partners - Public Sector</a>                 |
| <input type="checkbox"/> <a href="#">NWMC/Suburban Purchasing Cooperative</a>                                | <input type="checkbox"/> <a href="#">National Intergovernmental Purchasing Alliance</a> |
| <input type="checkbox"/> <a href="#">The GSA Schedules</a>   | <input type="checkbox"/> <a href="#">The National Cooperative Purchasing Alliance</a>   |
| <input type="checkbox"/> <a href="#">Sourcewell</a>  | <input type="checkbox"/> <a href="#">HGACBuy</a>  |
| <input type="checkbox"/> <a href="#">Nat'l Association of State Procurement Officials (NASPO) ValuePoint</a> | <input type="checkbox"/> <a href="#">Municipal Partnering Initiative (MPI)</a>          |
| <input type="checkbox"/> <a href="#">Choice Partners Cooperative</a>   | <input type="checkbox"/> <a href="#">Midwestern Higher Education Compact</a>            |
| <input type="checkbox"/> <a href="#">The Interlocal Purchasing System (TIPS)</a>                             | <input type="checkbox"/> <a href="#">National Purchasing Partners (NPPGov)</a>          |
| <input type="checkbox"/> <a href="#">Purchasing Cooperative of America</a>                                   | <input type="checkbox"/> <a href="#">1Government Procurement Alliance (1GPA)</a>        |
| <input type="checkbox"/> <a href="#">Good Buy Purchasing Cooperative</a>                                     | <input type="checkbox"/> <a href="#">National BuyBoard (BuyBoard)</a>                   |
|  | <input type="checkbox"/> Other: _____   |

**Approvals**

<u>Name</u>	<u>Signature</u>	<u>Date</u>
Staff Contact Mike Mazza		10/10/2022
Department Head Joel Van Essen		10/10/2022
Finance Director/ Procurement Officer Kevin Wachtel		10-17-22
Village Manger George Koczwar		10-21-22

**Demo Bid Documents - 14249 Wolf Road Scope of Work**

Provide Demolition Bidding Documents and Specifications for 14249 Wolf Road. The goal is for the all buildings on site to be demolished and restored with a low-maintenance vegetation (e.g. turf grass). Existing asphalt surfaces shall remain as-is on the property.

The property is located on 2.2 acres. The existing building to be demolished is a former Child Care Academy. The building is two stories and is approximately 5,000 SF in floor area.

All utilities services connected to the building to be demolished shall be removed back to the utility mains and capped.

The Owner is currently performing an environmental assessment of the property. The final report will be provided to Kluber to be included in the demolition bidding documents.

Environmental remediation of the property (if required) will be completed separately by the Village prior to demolition work beginning. A plat of survey and site photos will be provided for reference.

The project is intended to bid in 2022 with demolition operations occurring as mutually agreed by the parties.

Bidding and Construction Administration services shall not be included with this work.

The Selected Firm will:

1. Meet with Public Works staff as needed to complete the project scope of work;
2. Identify and assist with completion of all required permits needed for site demolition;
3. Provide one (1) draft Demolition Bid Documents and Specifications documents for Public Works Review;
4. Create a final Demolition Bid Documents and Specifications documents (.pdf) which should include a demolition budget estimate and general scope of work for the project.

The Village is requesting firms provide the bidding fee as follows:

- A lump sum fee to complete the Project as described above.
- Proposed lump sum fee: \$ 10,831.00  
*Please include a completed "A-E Proposal Form" with submittal.*

AUTHORIZATION &  
SIGNATURE

Name of Authorized Signee: Michael T. Kluber Title: President

Signature of Authorized Signee:  Date: October 06, 2022

Village of Orland Park

Approved and Accepted By:  Date: 10-21-22

Name: George Koczvara Title: Village Manager

A-E FEE ITEMIZATION

Date/Scope:

6-Oct-22 Date of Estimate:

6-Oct-22

Project Title: 14249 Weir Road Demolition	Contract #: P.T.O. <b>BASIC RATES</b>	ECC:
Location: 14249 Wolf Road	A-E Firm: <b>Kluber Inc.</b>	

**SECTION A - DESIGN**

Item	No of DWGS	Professional			Sub-Professional		
		Manhours	Rate	Cost	Manhours	Rate	Cost
1 Principal		3	225.00	675.00			
2 Project Manager		11	175.00	1,925.00			
3 Quality Control		2	175.00	350.00			
4 Civil Engineer				0.00			0.00
5 Traffic Engineer				0.00			0.00
6 Structural Engineer			165.00	0.00			0.00
7 Mechanical Engineer			165.00	0.00			0.00
8 Electrical Engineer			165.00	0.00			0.00
9 Architect	4	16	135.00	2,160.00			0.00
10 Landscape	1	2	135.00	270.00			0.00
11 Fire Protection Eng				0.00			0.00
12 Cost Estimator		2	175.00	350.00			0.00
13 Admin		4	75.00				0.00
14 Spec/Report Writer		8	175.00	1,400.00			0.00
15 Totals	5	48		7,130.00	0		0.00
16 Total Direct Labor (Professional and Sub-Professional)				(rounded)			7,130
17 Overhead	10.00% x		\$7,130				713
18 Total Direct Labor and Overhead							7,843
19 Profit	15.0% x		\$7,843				1,176
20 Total Fee for Design Services				of ECC			\$9,019


**SECTION B - ENGINEERING SERVICES - REPRODUCTION - TRAVEL**

1 Geotechnical & SubSurface Investigation		0
2 Topographic Survey		0
3 Field Investigation		1,400
4 Reproduction		365
5 Other Special Costs		0
6 Travel		47
7 Total Fee for Engineering Services, Reproduction, and Travel		\$1,812

**SECTION C - POST CONSTRUCTION AWARD SERVICES**

	Professional			Sub-Professional		
	Manhours	Rate	Cost	Manhours	Rate	Cost
1 Post Award Design Support		175.00	0.00	0		0.00
2 Office Consultation/Submittal Review		175.00	0.00			0.00
3 As Built Drawing Preparation			0.00			0.00
4 Total Direct Labor						0
5 Overhead	10.00% x		\$0			0
6 Total Direct Labor & Overhead						0
7 Profit	15.0% Task Order		\$0			0
8 Total Direct Labor, OH, and Profit						0
				Mandays	Rate	Cost
9 OTHER						0
10 OTHER						0
11 OTHER						0
12 Total Fee for Post Construction Award Services						\$0

<b>TOTAL FEE: DESIGN, ENGR. SVCS, REPRO, TRAVEL (SECTIONS A &amp; B)</b>	<b>\$1,223</b>
<b>GRAND TOTAL FEE: DESIGN, ENGR. SVCS, REPRO, TRAVEL, AND PCAS</b>	<b>\$10,831</b>

A-E Name: Michael T. Kluber	Date: 10/6/2022
A-E Signature: 	

**Notes:**

- Does not include Civil Engineering Services, assumption is existing grades will be restored after demolition to match existing.
- If Civil Engineering Services are required, Kluber will issue a contract amendment for these Services.

**1. SUB-SURFACE INVESTIGATION: (Enter on line 1, Section B of A-E fee)**

Description	Quantity	Unit Cost	Amount
14249 Wolf Road			\$0.00
Borings			\$0.00
Atterberg Limits			\$0.00
Compaction tests			\$0.00
Sieves - #200			\$0.00
Moisture Content and Density			\$0.00
Direct shear			\$0.00
Soil Chemical Analysis (Hexavalent Chromium))			\$0.00
Analysis			\$0.00
Report			\$0.00
Review Report			\$0.00
<b>Subtotal</b>			<b>\$0.00</b>
Handling Fee			\$0.00
<b>Total</b>			<b>\$0.00</b>

**2. TOPOGRAPHIC SURVEY: (Enter on line 2, Section B of A-E fee)**

Description	(burdened, except for profit)	Days @	per Day	per Hour	LS	Amount
Survey Party (2 man)	crew					\$0.00
Licensed Surveyor	hrs @					\$0.00
Project Surveyor	hrs @					\$0.00
Draftsman	hrs @					\$0.00
Other, Specify	Aerial Consultant					\$0.00
<b>Subtotal</b>						<b>\$0.00</b>
Profit						\$0.00
<b>Total</b>						<b>\$0.00</b>

**3. FIELD INVESTIGATION: (Enter on line 3, Section B of A-E Fee)**

1 days @	\$1,400.00 per day	<b>Total</b>	<b>\$1,400</b>
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**4. REPRODUCTION (Enter on line 4, Section B of A-E fee Itemization)**

8-1/2 x 11 Copies (B&W)	4 copies	100 submittal	\$0.15 per page	\$60.00
8-1/2 x 11 Copies (color)	copies	submittal	per page	\$0.00
Deliveries	2 deliveries	1 quantity	\$50.00 per delivery	\$100.00
11 x 17 copies	sheets	submittal	per sheet	\$0.00
D-Size copies	3 sheets	3 submittal	\$5.00 per copy	\$45.00
Binding and packaging	4 LS	4 submittal	\$10.00 per package	\$160.00
Photos 8-1/2 x 11	copies	submittal	per copy	\$0.00
Magnetic Media	1 CD Roms	1 submittal	\$10.00 per CD Rom	\$10.00
<b>Total</b>				<b>\$365.00</b>

**5. OTHER SPECIAL COSTS (Enter on Line 5, Section B of A-E Fee Itemization)**

Description	Amount	Description	Amount	
\$0			\$0	<b>Total \$0.00</b>

**6. TRAVEL AND SUBSISTENCE (Enter on Line 6, Section B of A-E Fee Itemization)**

Subsistence	Days @	per day	=	\$0.00
Parking	Days @	per day	=	\$0.00
Roundtrip Airfare	Trips @	per trip	=	\$0.00
Car Rental	Days @	per day	=	\$0.00
Mileage	80 Miles @	\$0.59 10/6/2022	=	\$46.80
Hotel	Night @	per night	=	\$0.00
<b>Total Travel Expenses</b>				<b>\$46.80</b>

Travel on a reimbursible basis