

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

**Legistar File ID#:** 2015-0685

**Innoprise Contract #:** C15-0120

**Year:** 2015-2019

**Amount:**

**Department:** Public Works - John Ingram/Doug Medland

**Contract Type:** Professional Engineering

**Contractors Name:** RJN Group, Inc.

**Contract Description:** Comprehensive Sanitary Sewer Evaluation  
2015 \$30,000  
2016 & 2017 \$50,000  
2018 & 2019 TBD  
C16-0048 (2016-0264) Addendum A Sanitary Flow Monitoring \$147,320  
C17-0043 (2017-0145) Addendum B Strategic Flow Monitoring (I/I) \$82,300  
C17-0116 (2017-0550) Addendum C Smoke Testing & Manhole Inspections (\$129195)  
C18-0096 (2018-0425) Addendum D Smoke Testing & Manhole Inspections (\$127282.55)  
C19-0075 (2019-0262) Addendum E Strategic Flow Monitoring (\$44,325)  
C19-0094 (2019-0398) Addendum F 2019 Sanitary manhole Rehab  
Construction Oversight (\$37,495)

**MAYOR**  
Keith Pekau

**VILLAGE CLERK**  
John C. Mehalek

14700 S. Ravinia Avenue  
Orland Park, IL 60462  
708.403.6100  
OrlandPark.org



**TRUSTEES**

Kathleen M. Fenton  
James V. Dodge  
Daniel T. Calandriello  
William R. Healy  
Cynthia Nelson Katsenes  
Michael R. Milani

July 10, 2019

Mr. Joseph Sullivan  
RJN Group, Inc.  
175 McDonald Avenue, Suite B  
Joliet, Illinois 60431

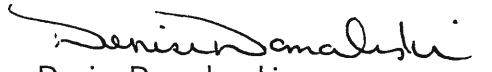
RE: Addendum F dated July 2, 2019  
2019 Sanitary Manhole Rehabilitation Construction Oversight

Dear Mr. Sullivan:

Enclosed is a copy of the addendum dated July 2, 2019 for the change to provide construction oversight for the 2019 Sanitary Manhole Rehabilitation project. Please attach this to the original Comprehensive Sanitary Sewer Evaluation contract dated November 17, 2015.

If you have any questions, please call me at 708-403-6173.

Sincerely,

  
Denise Domalewski  
Purchasing & Contract Administrator

Encl:

cc: Bill Cunningham  
Ken Dado

**MAYOR**  
Keith Pekau

**VILLAGE CLERK**  
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July 2, 2019

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RJN Group, Inc.  
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Joliet, Illinois 60431

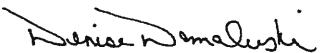
**RE: Addendum F dated July 2, 2019  
2019 Manhole Rehabilitation Construction Oversight & Contract Management**

Dear Mr. Sullivan:

This notification is to inform you that on June 17, 2019, the Village of Orland Park Board of Trustees approved awarding RJN Group, Inc. the construction oversight and contract management services in accordance with the proposal you submitted dated May 22, 2019, for 2019 Sanitary Manhole Rehabilitation project. Please the attached addendum and return to my attention at Village of Orland Park, 14700 S. Ravinia Avenue, Orland Park, Illinois 60462 or you may send me a signed copy electronically to [ddomalewski@orlandpark.org](mailto:ddomalewski@orlandpark.org). I will return a fully executed addendum and proposal for your files.

If you have any questions, please call me at 708-403-6173.

Sincerely,



Denise Domalewski  
Purchasing & Contract Administrator

**cc:** Bill Cunningham  
Ken Dado



ADENDUM F to  
Comprehensive Sanitary Sewer Evaluation Contract

Dated  
November 17, 2015

Amended  
April 19, 2016, April 26, 2017, September 21, 2017  
July 11, 2018, May 21, 2019

Between  
The Village of Orland Park, Illinois ("VILLAGE") and RJD Group ("CONTRACTOR")

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WHEREAS, on November 17, 2015, a certain Agreement regarding Comprehensive Sanitary Sewer Evaluation Professional Engineering Services between the Village and the Contractor was executed (hereinafter referred to as the "Agreement"); and

WHEREAS, on April 19, 2016, a certain Agreement regarding Comprehensive Sanitary Sewer Evaluation Professional Engineering Services between the Village and the Contractor was amended (hereinafter referred to as the "Addendum A"); and

WHEREAS, on April 26, 2017, a certain Agreement regarding Comprehensive Sanitary Sewer Evaluation Professional Engineering Services between the Village and the Contractor was amended (hereinafter referred to as the "Addendum B"); and

WHEREAS, on September 21, 2017, a certain Agreement regarding Comprehensive Sanitary Sewer Evaluation Professional Engineering Services between the Village and the Contractor was amended (hereinafter referred to as the "Addendum C"); and

WHEREAS, on July 11, 2018, a certain Agreement regarding Comprehensive Sanitary Sewer Evaluation Professional Engineering Services between the Village and the Contractor was amended (hereinafter referred to as the "Addendum D"); and

WHEREAS, on May 21, 2019, a certain Agreement regarding Comprehensive Sanitary Sewer Evaluation Professional Engineering Services between the Village and the Contractor was amended (hereinafter referred to as the "Addendum E"); and

WHEREAS, the Village wishes to modify the Scope of Work.

NOW, THEREFORE, for and in consideration of the foregoing and the mutual covenants herein contained, it is agreed by and between the parties hereto as follows:

1. In the event of any conflict or inconsistency between the provisions of this Addendum and the Agreement, the provisions of this Addendum shall control.
2. **SECTION 1: THE CONTRACT DOCUMENTS** of said Agreement shall be amended to include "Addendum F dated July 2, 2019" and "Proposal dated May 22, 2019 for 2019 Manhole Rehabilitation Construction Oversight Services (MWRD Priority Basin)"



ADDENDUM F to  
Comprehensive Sanitary Sewer Evaluation Contract

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3. **SECTION 2: SCOPE OF THE WORK AND PAYMENT** of said Agreement shall be amended to include the following:

"Construction Oversight and Contract Management related to the 2019 Sanitary Manhole Rehabilitation project as defined in the proposal dated May 22, 2019"

4. All of the other terms, covenants, representations and conditions of said Agreement not deleted or amended herein shall remain in full force and effect during the effective term of said Agreement.

5. This Addendum may be executed in two or more counterparts, each of which taken together, shall constitute one and the same instrument.

This Addendum, made and entered into effective the **2nd day of July, 2019**, shall be attached to and form a part of the Agreement dated the 17th day of November, 2015, as amended, and shall take effect upon signature below by duly authorized agents of both parties.

AGREED AND ACCEPTED

FOR: THE VILLAGE OF ORLAND PARK

By: A handwritten signature in black ink.

Print Name: Thomas M. Dubelbeis

Its: Interim Village Manager

Date: 7-10-19

FOR: RJS Group

By: A handwritten signature in black ink.

Print Name: Michael N. Young

Its: Senior Vice President

Date: 7/5/19

May 22, 2019

Mr. John J. Ingram  
Infrastructure Maintenance Director  
Village of Orland Park  
15655 Ravinia Avenue  
Orland Park, Illinois 60462

**SUBJECT: PROPOSAL FOR PROFESSIONAL ENGINEERING - 2019 MANHOLE REHABILITATION CONSTRUCTION OVERSIGHT SERVICES (MWRD PRIORITY BASIN)**

Dear Mr. Ingram:

RJN Group, Inc. (RJN) is pleased to submit this proposal to provide Professional Engineering Services to Village of Orland Park (Village) for the construction oversight of the 2019 Manhole Rehabilitation Project.

In 2015, RJN was selected by the Village for the Comprehensive Sanitary Sewer Evaluation consultant role to, "Provide assistance in developing and implementing a Village-wide comprehensive sanitary sewer system evaluation & repair program." This proposal is for construction oversight services in Year-5 of the Village's Sanitary Sewer Inflow and Infiltration (I/I) Capital Improvement Program (CIP).

RJN is a civil engineering and field services firm that specializes in inspecting, studying, analyzing, and designing sewer collection systems. We have worked with hundreds of communities and have evaluated over a quarter-billion feet of sewers in our 44-year history. RJN project manager, Joseph Sullivan will be the project manager for this design & construction oversight project.

#### **PROJECT UNDERSTANDING AND APPROACH**

This proposal is being submitted to complete construction oversight for the rehabilitation of approximately 260 sanitary sewer manholes contributing infiltration & inflow (I/I) in the basin. This project includes approximately:

- 38 Seal & Adjust Manhole Frame (Paved)
- 130 Seal & Adjust Manhole Frame (Unpaved)
- 4 Replace Cover & Frame (Paved)
- 58 Replace Cover & Frame (Unpaved)

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Mr. John Ingram  
May 22, 2019

- 66 Internal Chimney Seal
- 75 Grout Wall Joints
- 17 Curtain Grout Bottom 18"

The total construction contractor bid price is \$427,460.

## SCOPE OF SERVICES

The proposed scope of services includes manhole rehabilitation construction oversight and contract management as follows:

### Construction Oversight & Contract Management

1. Pre-Construction Assistance:
  - a. Attend preconstruction meeting. Prepare and distribute meeting minutes.
  - b. Review Contractor's shop drawings, insurance documents traffic control plans, pre-construction surface videos and construction phasing.
2. Provide construction observation for the duration of the project. RJP proposes to be on-site part-time for approximately (2-4 hours) per day when the Contractor is onsite and working.  
This proposal is based on 60 days of construction including part-time, on-site construction observation services and some additional office support.
3. Provide documentation of the construction activities, including maintaining a daily project journal and taking digital photographs of all phases of the project, taking measurements for all quantities installed.
4. Provide periodic inspection of traffic control measures to ensure roadways remain open and driveways/sidewalks are not blocked for extended periods.
5. RJP will submit weekly project updates to the Village.
6. Provide final walkthrough for surface restoration and remaining punch-list items, if necessary.
7. Provide a GIS layer update of the rehabbed manhole work at each location.
8. Provide contract management, including review of Contractor's payment requests, preparation of change orders, and coordination of contract closeout.

## SCHEDULE

The Construction schedule for this project will be set by the Village and the Contractor in compliance with the Contract Documents.

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Mr. John Ingram  
May 22, 2019

**PROPOSED FEE**

The proposed scope of services will be invoiced on a time and material basis using the enclosed fee schedule with an estimated overall billing of \$37,495.

We appreciate the opportunity to continue providing the Village with professional services on this important project. If you have any questions, please feel free to contact me at 630-682-4700 x 1392.

Sincerely,  
RJN Group, Inc.



Joseph M. Sullivan  
Project Manager



Michael N. Young, P.E.  
Principal

Enclosures: Summary of Costs

**Village of Orland Park**  
**2019 Manhole Rehabilitation Construction Oversight**  
**Summary of Fees**

Task No.	Task Description	200 PD	185 SPM	165 PM	115 RE	125 PE	105 ET	80 FM	75 FT	90 GIS	75 CL	Total Hours	Labor Cost
1001	Coordinate Pre-Construction Meeting, Agenda, Minutes	-	2	4	-	-	6	-	-	-	-	2	\$ 1,810.00
2001	Part Time Construction Observation & Progress Monitoring	-	2	12	180	-	4	2	-	-	-	200	\$ 23,630.00
3001	Surface Restoration, Punchlist & Final Walk Through	-	-	8	-	-	4	-	-	-	-	12	\$ 1,740.00
4001	Pay Request Review & Recommendations for Payment	-	2	6	-	-	7	-	-	-	-	15	\$ 2,095.00
5001	Construction Drawings (As-Builts GIS)	-	-	6	-	-	8	-	-	4	-	18	\$ 2,190.00
6001	Project/Contract Management & Meetings	1	12	4	4	-	4	-	-	-	2	27	\$ 4,110.00
Sub-Total		1	18	40	184	-	33	2	-	4	4	286	\$ 35,575.00
<b>Direct Expenses</b>													
9901	Mileage & Travel												\$ 1,570.00
9902	Shipping, Printing & Misc. Expenses												\$ 350.00
													<b>Total \$ 37,495.00</b>

PD Project Director  
 SPM Senior Project Manager  
 PM Project Manager  
 RE Resident Engineer  
 PE Project Engineer  
 EI Engineering Intern  
 CAD CAD Technician  
 GIS GIS Technician  
 FT Field Tech  
 CL Clerical