



Village of Orland Park
14700 Ravinia Avenue
Orland Park, IL 6046

April 10, 2025

Subject: RFP #25-028
Downtown Orland Park Utility Relocation Construction Observation Services

RINA is excited to submit this proposal to the Village of Orland Park for the Downtown Orland Park Utility Relocation Construction Observation Services Project.

RINA has the requisite experience to perform this work for the Village of Orland Park. We propose to utilize our Resident Engineer, Mustafa Shaikh, PE, to oversee this work, as he will be nearby overseeing the work on the Village's 143rd Street at John Humphrey Drive (JHD) Phase III project. We will supplement Mustafa with an inspector who is not part of the 143rd Street at JHD Team, Cory Dikos, PE.

We anticipate this project to require approximately 9 weeks of work. As such, we propose a fee of \$48,308 per the scope and manhours enclosed.

We look forward to continuing to provide the Village with superior service on this construction observation project. Should you have any questions or require additional information, please contact me at (630) 795-7468 or jcebulski@patrickco.com.

Kind Regards,

A handwritten signature in black ink that reads 'Jarrod J. Cebulski'.

Jarrod Cebulski, PE
Director of Transportation



Scope of Services Downtown Orland Park Utility Relocation Construction Observation Services

GENERAL

This scope is to perform construction observation services for the relocation of segments of the Village of Orland Park's (Village) storm sewer, sanitary sewer and watermain. The relocation work will be performed by a Contractor working for a private developer. The work being performed by the contractor has been reviewed, approved and permitted by the Village and respective agencies.

Patrick Engineering Inc. (RINA) will serve as the Village's liaison and be tasked with monitoring the construction work for the relocation of the public utilities (storm, sanitary and water). The utility work is anticipated to be completed in 9 weeks based on quantity takeoffs from the in-progress plan set provided by the Village and standard production rates.

CONSTRUCTION OBSERVATION SERVICES

1. Meetings and Coordination. RINA shall:
 - Attend the Village's pre-construction meeting. Prepare and distribute minutes from this meeting.
 - Attend weekly progress meetings with the Contractor and Village while the utility relocations are occurring (assume a maximum of 9 meetings). Prepare and distribute minutes from the portion of the meeting in which the utilities are discussed.
 - Coordinate with residents and businesses regarding the planned project construction activities and their potential impacts to the residents and businesses by providing information to the Village to be posted on the Village's website, emailing information provided by the contractor to a project stakeholder distribution list or discussing in person with stakeholders on site. (will not be responsible for the creation of exhibits or fliers and information required for public communication will be requested from the contractor/developer).
2. Construction Observation. RINA shall:
 - Provide the necessary construction inspection staff to monitor and track the Contractor's work is being performed in accordance with the approved contract documents.
 - Observation services will verify the material, based on documentation provided by the contractor, is compliant with the contract documents.
 - Observation services will verify that the method of construction is compliant with the contract documents.
 - Observation services will be performed daily, but a representative from RINA will not be on the site full-time with the Contractor.
 - Maintain a daily field summary of the Contractor's activities, including work performed, location, and Contractor's crew size and pictures when applicable.
 - Maintain records during construction to document changes made in the field from the contract documents.
 - Verify that the Contractor has established / maintained the maintenance of traffic in compliance and as detailed in the contract documents.



- Verify the required testing detailed in the contract documents is performed by the Contractor or outside agencies. Records of the testing will be kept and provided to the Village.
 - When applicable, review pay estimates (by others), to verify the utility items match the actual installation quantities.
 - Verify the as-built drawings prepared by the Contractor / developer correctly reflect the utility work performed by the Contractor.
3. Project Staffing
- Site Engineer
 - Inspector
4. Deliverables
- Weekly reports consisting of the daily field summaries.
 - Documentation of required testing performed in the field by the Contractor or 3rd party agencies related to the relocated utilities.

EXCLUSIONS

- No construction layout
- No use of the IDOT CMMS system
- No IDOT IDR pay items typically associated with underground utility work (trench backfill, excavation, pavement patching, etc.)

Village of Orland Park

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16-00078-00-CH

Patrick Engineering Inc.

Week	1	2	3	4	5	6	7	8	9	FLOAT
Business Days	5	5	5	5	5	5	5	5	5	
Resident Engineer	12	12	12	12	12	12	12	12	12	12
Inspector	20	20	20	20	20	20	20	20	20	18
Vehicle Days	5	5	5	5	5	5	5	5	5	

TOTAL
120
198
45