

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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- 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. RJN 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. RJN 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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PROPOSED FEE

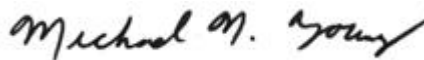
The proposed scope of services will be invoiced on a time and material basis using the enclosed fee schedule with an estimated overall billing of \$37,495.

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	14	\$ 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

Direct Expenses

9901	Mileage & Travel												\$ 1,570.00
9902	Shipping, Printing & Misc. Expenses												\$ 350.00
Total													\$ 37,495.00

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