



**CHRISTOPHER B. BURKE** ENGINEERING, LTD.

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April 29, 2013

Village of Orland Park  
14700 Ravinia Avenue  
Orland Park, IL 60462

Attention: Mr. Kurt Corrigan - Transportation and Engineering Manager

Subject: Stellwagen Family Farm – Multi-use Path and Parking Lot

Dear Mr. Corrigan:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit this proposal to provide professional engineering services for the design of a multi-use path and parking lot at the Stellwagen Family Farm Site. This proposal includes our Understanding of the Assignment, Scope of Services and Estimated Fee.

### UNDERSTANDING OF ASSIGNMENT

In early 2013, the Village applied for an Illinois Department of Natural Resources (IDNR) Bike Path Grant to install approximately 5,600 linear feet of bike path on the Stellwagen Family Farm site. We understand the Village would also like to construct a parking lot on the site to provide access to the farm and future bike path system.

The Stellwagen Family Farm is a 60 acre parcel, located approximately one mile south of 167<sup>th</sup> street along 108<sup>th</sup> Avenue, which the Village acquired in 2002 through the Village's Open Lands initiative. As part of a contractual requirement, the Village created The Stellwagen Family Farm Foundation which acts as a steering committee that provides guidance to activity upon the site.

CBBEL understands that the Village would like plans and specifications developed in accordance with the requirements of the IDNR Bike Path Grant for the construction of the 5,600 linear feet of 10' wide multi-use path as well as a parking lot that is sufficient in size to accommodate the circulation of a standard school bus as well as all of the Village's Fire Department apparatus.



## **SCOPE OF WORK**

**TASK 1 – FIELD SURVEY:** Field survey data will be collected as needed and used as a base map for design purposes. Included are the following survey tasks:

**Horizontal Control:** Utilizing state plane coordinates, recoverable primary control will be set.

**Vertical Control:** A level circuit throughout the entire length of the project establishing benchmarks and assigning elevations to the horizontal control points will be performed. The elevations will be based on NAVD '88 to coincide with Village of Orland Park Vertical Datum.

**Topographic Survey:** The survey will field locate all necessary pavements, driveways, curb and gutters, signs, manholes, utility vaults, drainage structures, driveway culverts, cross road culverts, building locations, etc. A 50' x 50' topographic grid will be utilized within the open field areas

**Cross-Sections:** Survey cross-sections of the proposed entry roadway at 50' intervals extending 200' along 108<sup>th</sup> Avenue, north and south of the anticipated parking lot will be performed.

**Utility Survey:** A survey of all above ground utilities including, but not limited to: water, sanitary sewer, storm sewer, telephone, electric, cable and gas, etc. Identify size, type, rim, and invert elevations.

**Tree Survey:** All trees over 6 inches in diameter within twenty feet of the proposed improvements will be located.

Field recon and survey to locate existing monumentation and boundary evidence.

Analyze Record and Field Data necessary to compute approximate Right-of-Way.

CBBEL will also obtain utility information from all known utility companies along the project corridor and include the utility information in the existing conditions base sheets developed from the above information. The base sheets will be drafted at a scale of 1"=20'.

**TASK 2 – PRELIMINARY ENGINEERING:** CBBEL will develop a preliminary alignment and site plan of the proposed path and parking lot respectively. The preliminary information will be developed based on the existing concept plan of the Stellwagen Family Farm and input from the relevant stake holders. The Preliminary Engineering will be submitted to the Village for review prior to proceeding with final engineering.

**TASK 3 – RESIDENT AND STELLWAGEN FOUNDATION COORDINATION:** CBBEL will coordinate with the Village as needed to obtain input from the Stellwagen Foundation and the residents surrounding the property. CBBEL anticipates meeting with the local stakeholders and adjacent property owners to provide project related information, obtain feedback and answer questions. CBBEL has budgeted for four meetings or two meetings and a presentation.



**TASK 4 – FINAL ENGINEERING:** CBBEL will develop Plans, Specifications, and Estimates following the approval with comments of the preliminary engineering. The plans will consist of the following:

1. Cover Sheet
2. General Notes
3. Summary of Quantities
4. Alignment, Ties, and Benchmark Plan
5. Erosion Control And Protection Plan
6. Path Plan and Profile
7. Parking Lot Site Plan
8. 108<sup>th</sup> Ave. Cross Sections (as necessary)
9. Construction Details.

Constructions Specifications and Engineers Estimate of cost will be prepared based on the final engineering plans.

This information will be submitted to the Village for review and approval.

**TASK 5 – PERMIT APPLICATIONS:** CBBEL will prepare and submit the necessary documentation for the anticipated permits for this project. It is anticipated that permits from the following agencies will required:

1. Cook County Highway Department (Highway Access)
2. Illinois Environmental Protection Agency (ILR10 – NPDES Phase II Storm Water Construction General Permit)

It is anticipated that the Village will issue any necessary Village permits as part of the project review process.

#### **ESTIMATED FEE**

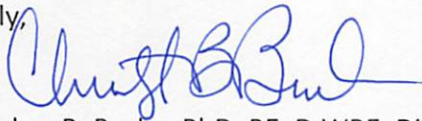
|                                               | Labor Cost |
|-----------------------------------------------|------------|
| Task 1 – Field Survey                         | \$8,500    |
| Task 2 – Preliminary Engineering              | \$6,000    |
| Task 3 – Resident and Foundation Coordination | \$1,200    |
| Task 4 – Final Engineering                    | \$15,000   |
| Task 5 – Permitting                           | \$3,500    |
| Total:                                        | \$34,200   |

The scope of work and estimated fee does not include any meeting attendance except for those listed in the scope of services.

We will bill you in accordance with the previously agreed upon Standard Charges. Direct costs for mileage, blueprints, photocopying, postage, permit fees, overnight delivery, messenger services, and report binding are not included in the Fee Estimate. We establish our contract in accordance with the previously accepted General Terms and Conditions. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. It should be emphasized that any requested meetings or additional services are not included in the preceding estimated fee and will be billed at the hourly rates previously agreed upon.

We appreciate the opportunity to provide this proposal. Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE  
President

THIS PROPOSAL, SCHEDULE OF CHARGES AND GENERAL TERMS AND CONDITIONS ACCEPTED  
FOR THE VILLAGE OF ORLAND PARK.

BY: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
DATE: \_\_\_\_\_