

# *Hey and Associates, Inc.*

*MILWAUKEE, WISCONSIN*

*8755 W. HIGGINS ROAD, SUITE 835  
CHICAGO, ILLINOIS 60631  
PHONE (773) 693-9200  
FAX (773) 693-9202*

*VOLO, ILLINOIS*

September 11, 2017

Mr. John C. Mehalek  
Village Clerk  
Village of Orland Park  
14700 S. Ravinia Avenue  
Orland Park, Illinois 60462

Re: Plan Review and Landscape Architect Services  
Request for Qualifications #17-036

Dear Mr. Mehalek:

Thank you for the opportunity to submit our qualifications. Over the last 40 years, Hey and Associates, Inc. has specialized in developing comprehensive solutions for complex projects. Our engineers, scientists, and landscape architects collaborate to create solutions that are sustainable, constructible, and exceed expectations.

Hey and Associates' staff has the required plan review, landscape inspection, ordinance review, and concept planning experience. We have assisted local municipalities, counties, and state agencies with these tasks. Hey and Associates also has additional experience and expertise on staff – civil engineers, wetland scientists, arborists, and allied professionals – who would be able to assist on an as-needed basis if the demand ever arose.

As requested, this package includes three (3) bound paper copies, one (1) unbound paper copy, and one (1) electronic copy in PDF format of our submittal. We sincerely hope to have an opportunity to be of service to the Village of Orland Park. Please do not hesitate to contact me if you require any additional information ([tpollowy@heyassoc.com](mailto:tpollowy@heyassoc.com); 773-693-9203).

Sincerely,



Tim Pollowy, PLA, ASLA  
Senior Landscape Architect

---

**Qualifications for:**

**Plan Review and Landscape Architect Services**

**Village of Orland Park**

Submitted by:

***Hey and Associates, Inc.***

8755 W. Higgins Road, Suite 835  
Chicago, Illinois 60631  
773-693-9200 (phone)  
773-693-9202 (fax)

**September 11, 2017**

## Table of Contents

---

Cover Letter	
Introduction .....	1
Key Staff .....	2
Relevant Experience .....	3
Project Understanding.....	14
Fee Structure .....	16
Appendix A: Staff Resumes	
Appendix B: Required Proposal Submission Documents	

## Introduction

---

Hey and Associates, Inc. is excited about this opportunity to submit our qualifications to the Village of Orland Park for Plan Review and Landscape Architect Services. We have an experienced team of Hey and Associates staff to provide the Village of Orland Park with the expertise necessary to successfully complete the work. Our contact information follows.

Hey and Associates, Inc.  
8755 W. Higgins Road, Suite 835  
Chicago, Illinois 60631  
Contact: Tim Pollowy, PLA ASLA  
Email: [tpollowy@heyassoc.com](mailto:tpollowy@heyassoc.com)  
Phone: (773) 693-9203

### ***Hey and Associates, Inc.***

is a professional engineering, ecological consulting, and landscape architecture firm founded in 1976 to deliver comprehensive solutions to complex water resources and natural resources challenges. Over the last 40 years, the firm has grown to offer a full range of professional services. Our multi-disciplinary staff of engineers, scientists, and landscape architects collaborates to identify opportunities, design creative solutions, and implement projects that are grounded in the fundamental principles of good design, constructability, and sustainability.

Hey and Associates, Inc. is prequalified by the Illinois Department of Transportation in the following categories: Environmental Reports – Environmental Assessment, Environmental Reports – Environmental Impact Statements, Roads and Streets, Location Drainage Studies, Waterways Typical, Waterways Complex, Pump Stations, Landscape Architecture, and Construction Inspection.



#### President

Tom Polzin, PE

#### Vice President, Sr. Ecologist

Vince Mosca

#### Vice President

Jeff Wickenkamp, PE

***Hey and Associates, Inc. has the specialized experience and expertise necessary to assist the Village of Orland Park with plan review and Landscape Architect services.***

## Key Staff

---

Our proposed staffing of this project is summarized below. The individuals have been carefully selected for their experience and talents to provide the Village of Orland Park with a highly qualified and experienced project team. Resumes highlighting relevant experience are included in Appendix A.

### Project Manager: Tim Pollowy, PLA

- Licensed Professional Landscape Architect
- Over 25 years experience in the public and private sectors
- Plan review, inspection, legal, and planning experience
- Extensive knowledge of traditional and native landscapes

### Landscape Architect: Nathan Sehmer, PLA

- Licensed Professional Landscape Architect
- Over 10 years of professional experience
- Landscape planning, review, design, construction, and maintenance expertise

**Tim Pollowy, PLA, ASLA**, Senior Landscape Architect at Hey and Associates, Inc. has 25 years of experience in landscape architectural planning, design, and construction. Areas of expertise include the urban forestry, sustainable landscapes, restoration and management of natural areas, stormwater management, passive recreation, and streambank/shoreline stabilization. He is also an experienced project manager, using his organizational and communication skills to keep projects on track and within budget. Tim has a thorough hands-on understanding of construction, and has overseen the successful implementation of a wide variety of landscape architectural projects. He previously worked as a Landscape Planner for the Village of Schaumburg where his responsibilities included landscape plan review, landscape inspections, enforcement of the Village's tree preservation ordinance, and planning and design for municipal projects. Mr. Pollowy holds a current IDOT Documentation of Contract Quantities (S-14) certificate, received his BLA and MLA degrees from the University of Illinois, and is a Registered Landscape Architect in Illinois and Wisconsin.

**Nathan Sehmer, PLA**, Landscape Architect with Hey and Associates, Inc., has 10 years of experience in landscape architecture, landscape contracting, and ecological restoration. He has assisted with site inventory, design, construction, and management phases on a wide range of project scopes. Nathan worked as a project manager on several Phase III IDOT contracts documenting contractors' implementation of pay items such as tree removals, native seeding, planting, weed control, and mowing. He also provided landscape plan review for local agency projects for IDOT. He has significantly contributed to Hey's landscape architectural design and construction management work. Mr. Sehmer received his Bachelor of Landscape Architecture with a secondary major in Environmental Studies from Iowa State University, holds a current IDOT Documentation of Contract Quantities (S-14) Certificate, Illinois Certified Commercial Pesticide Operator License, and is a Registered Landscape Architect in Illinois.

## Relevant Experience

---

The projects described on the following pages highlight our relevant experience. Staff members to be assigned to the Village of Orland Park's Plan Review and Landscape Architect Services work were directly involved in the provided examples.

**Kane County** – Provided engineering and landscape architectural review on projects within the county that were located outside of municipal boundaries.

**IDOT** – Provided comprehensive landscape architecture services to IDOT District 1 including plan review, landscape construction and maintenance contract management, material inspections, tree evaluations, GIS mapping and database creation, design, and related tasks.

**Elmhurst** – Provided planning of sustainable landscape improvements, prepared grant application, and completed construction plans for landscape improvements at police station

**Aurora** – Provided a wide variety of landscape architectural services including: recommended modifications to landscape provisions of ordinances, streetscape design, green infrastructure design, inspection of landscape construction, preparation of landscape maintenance recommendations, and related work.

**Schaumburg** – Provided landscape architecture design and construction phase services for park, streetscape, woodland restoration, and streambank stabilization projects.

**Niles** – Provided landscape architectural planning, design, and construction inspection services, and maintenance recommendations on numerous stormwater management and open space projects.

**CMAP** – Provided technical support during review and implementation of local grant-funded projects administered by CMAP.

### Client

Kane County

### Contact

Ken Anderson

630-232-3400

andersonken@co.kane.il.us

### Status

Ongoing

### Earned Fee

\$197,000

### Construction Cost

N/A

### Services Provided

Stormwater & Floodplain Management

Civil Engineering

Landscape Architecture

### Project Highlights

Engineering plan review

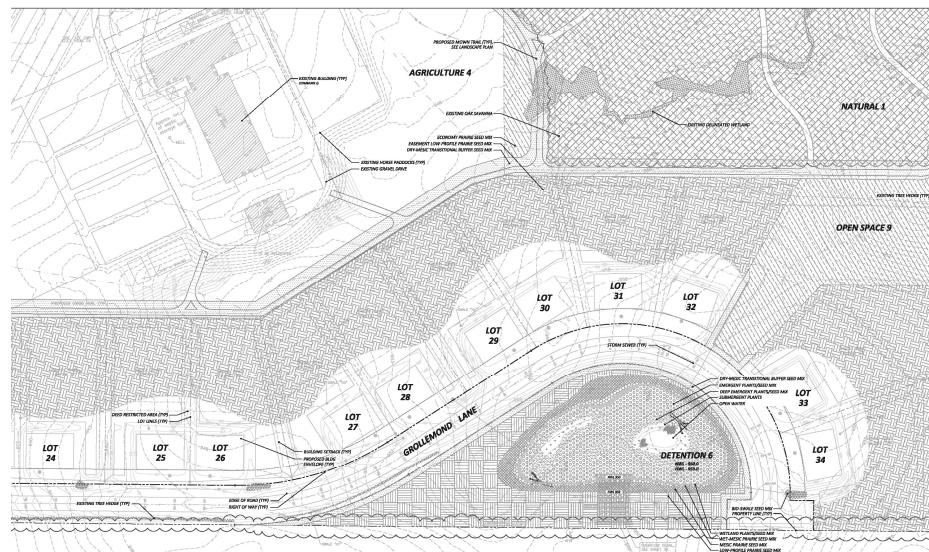
Landscape plan review

Wetland review

Native landscape plan review

Monitoring & management plan review

Construction inspection



Hey and Associates, Inc. has been under contract with the Kane County Development Department since 2003 to provide a full suite of plan review and construction observation services under the County's stormwater management and subdivision control ordinances. Hey's responsibilities include:

- Preliminary engineering review
- Final engineering review
- Stormwater and floodplain review
- Wetland review
- Soil erosion and sediment control review
- Landscape review
- Coordination with County and Township transportation agencies
- Coordination with County Health Department for well and septic review
- Coordination with other County, State, and Federal agencies
- Construction observation
- Punch list inspections

Hey and Associates' staff also regularly attend project workshop meetings and together with the County interpret ordinance requirements as required by specific project constraints. These services include providing construction observation services for development projects within the County.

Hey and Associates, Inc. was also retained to prepare wetland creation plans to address chronic drainage problems adjacent to the Montague Forest subdivision and to accommodate detention basin discharge from a planned upstream development.

### Client

Illinois Department of Transportation

### Contact

Taneka Jackson

847-705-4682

Taneka.jackson@illinois.gov

### Status

Completed in 2015

### Earned Fee

\$6,000,000

### Construction Cost

>\$25,000,000

### Services Provided

Landscape Architecture

Ecological Restoration & Management

Sustainable Planning & Design

Water Quality Planning

Wetland Delineation, Permitting &  
Mitigation Design

Soil Erosion & Sediment Control

### Project Highlights

Construction engineering

Landscape inspection

GIS

Sustainable landscape management

Landscape & erosion control plan review

2015 ISAM Business of the Year Award

ILASLA Planning and Analysis Award

Landscape plan review

Plant material inspections



The Illinois Department of Transportation (IDOT) is responsible for 10,000 acres of roadside landscapes adjacent to toll-free expressways and primary routes in District 1 (NE Illinois). This project was the culmination of a multi-year effort to document thousands of acres of roadsides and comprehensively, efficiently, and sustainably guide the development and management of these public landscapes.

Hey and Associates, Inc. collected field data necessary to prepare GIS mapping and relational databases for thousands of acres of expressway and state arterial route roadsides. Efforts were also made to make roadside landscape maintenance more sustainable and efficient.

On the behalf of IDOT District 1, Hey provided invasive weed control coordination with other Northeastern Illinois Invasive Plant Partnership (NIIPP) partners “across the fence.” These efforts resulted in Hey receiving the 2015 Illinois Invasive Species Awareness Month Business of the Year Award.

New maintenance contracts were developed to specifically address more natural roadside landscapes such as prairies and wetlands without increasing overall roadside management funding. The devastating impacts of the Emerald Ash Borer (EAB) on the roadside urban forest were also inventoried and analyzed, resulting in allocation of additional funding to remove hazards presented by thousands of dead and dying ash trees along roadways.

GIS mapping and database information, coupled with a Targeted Vegetation Management approach, was also extensively used to inform millions of dollars of roadside improvements associated with major roadway construction projects including the Eisenhower/I-290 expressway resurfacing in 2010, I-80 expressway add lanes and resurfacing in 2011, I-55 expressway reconstruction in 2013, and Bishop Ford expressway reconstruction in 2014.

These efforts resulted in Hey receiving the Burnham Award for Planning and Analysis from the Illinois Chapter of the American Society of Landscape Architects in 2016.

Hey also provided wetland and NPDES permitting and compliance services to IDOT during this multi-year effort. Hey's wetland scientists prepared ACOE permit applications for expressway and primary route construction projects, and assisted in the development of mitigation, best management practice (BMP), and buffer design. Hey's soil erosion and sediment control experts prepared Storm Water Pollution Prevention Plan (SWPPP) submittals, filed Notice of Intent (NOI) paperwork, prepared in-stream work plans and special provision language for contracts, and conducted in-field inspections and reporting for NPDES permit compliance.

## Client

City of Elmhurst

## Contact

Howard Killian

630-530-3041

Howard.Killian@elmhurst.org

## Status

Phase 1 completed 2017

## Earned Fee

\$6,600

## Construction Cost

\$58,000

## Services Provided

Stormwater & Floodplain Management

Landscape Architecture

Water Quality Planning

Sustainable Planning & Design

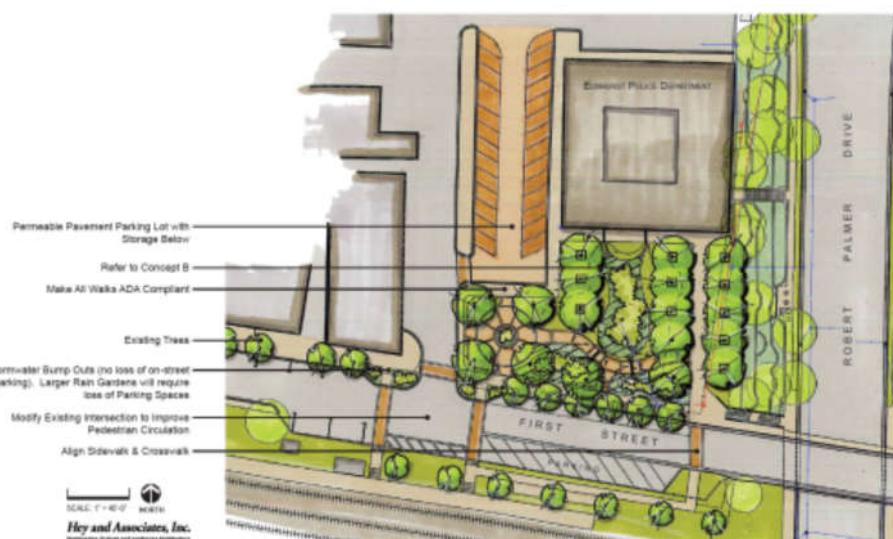
## Project Highlights

DuPage Water Quality Improvement  
Program Grant Preparation & Recipient

Green Infrastructure Design

Native Planting Design

Long Term Comprehensive Site Plan



As part of their stormwater management plan, the City of Elmhurst is promoting the use of green infrastructure. As part of this, the City wanted to develop and implement a project that integrates green infrastructure to demonstrate its use and benefits. Hey and Associates, Inc. worked with the City to develop a comprehensive Green Infrastructure Plan for the Elmhurst Police Station located in the downtown area. This plan provided improvements to the site including stormwater runoff detention and water quality benefits, traffic calming and pedestrian safety, universal accessibility, landscape enhancements, and permeable pavement.

Hey prepared a Concept Design Report for the entire Green Infrastructure Plan and submitted it for a DuPage County Water Quality Improvement Grant. The application addressed the first phase of the project which was the development of a rain garden to replace an existing lawn in front of the building. This project was selected by DuPage County for FY16 grants. Hey proceeded to prepare design plans for the project which was constructed during Spring 2017.

The phase one project incorporated excavation of a shallow rain garden, disconnecting building downspouts from the sewer system, and redirecting surface and roof runoff into the rain garden. The planting plan features native vegetation appropriately organized for the urban setting of the site. Interpretive signage was also included.



# Hey and Associates, Inc.

## Downer-Stolp Streetscape

Aurora, Illinois

### Client

City of Aurora

### Contact

Eric Schoeny  
630-844-3620  
eschoeny@aurora-il.org

### Status

Completed in 2013

### Earned Fee

\$15,000

### Construction Cost

\$350,000

### Services Provided

Landscape Architecture

Water Quality Planning

Sustainable Planning & Design

Construction Management

### Project Highlights

Streetscape design

Traffic calming

Improved, safer pedestrian circulation

Rain gardens to infiltrate stormwater runoff for CSO reduction

Illinois Green Infrastructure Grant funding



The City of Aurora retained Hey and Associates, Inc. to provide landscape architectural design services for streetscape improvements along Downer Place and Stolp Avenue in the city's downtown. Hey staff worked with City engineers on site design and geometry related to drainage, sidewalks, crosswalks, on-street parking, traffic calming, and planting beds. Site furnishings such as benches, trash receptacles, and signage were also included.

One of the unique features of this project was the inclusion of both traditional landscape beds and rain gardens to infiltrate stormwater runoff into the streetscape. Concerns that rain gardens might appear too wild or unkempt were addressed through careful plan selection and layout. Traditional landscape materials established elsewhere in the downtown area were thoughtfully combined with native plants to create a cohesive, functioning landscape along Downer Place and Stolp Avenue.

Hey and Associates prepared numerous renderings to illustrate proposed improvements for public meetings. Hey staff also provided construction observation services. The City's horticulturalist has added annuals for additional color and seasonal interest. City staff and the Mayor's office received numerous compliments from local business owners and downtown patrons on the significant improvements that were made along Downer Place and Stolp Avenue.



### Client

City of Aurora

### Contact

Eric Schoeny  
630-844-3620  
eschoeny@aurora-il.org

### Status

Completed 2015

### Earned Fee

\$50,000

### Construction Cost

\$1,800,000

### Services Provided

Landscape Architecture

Water Quality Planning

Sustainable Planning & Design

Construction Management

### Project Highlights

Illinois Green Infrastructure Grant funding

Streetscape design

Traffic calming

Improved, safer pedestrian circulation

Public interaction

Phase III construction engineering



The City of Aurora retained Hey and Associates, Inc. to provide landscape architectural services associated with green infrastructure improvements for combined sewer overflow (CSO) control, which was part of the City's CSO Long Term Control Plan (LTCP). Rain gardens were designed to infiltrate stormwater runoff at over 100 locations in the public right-of-way primarily in residential neighborhoods served by combined sewers on the City's near-east and near-west sides.

Hey and Associates' staff worked with the City's civil and traffic engineers on curb bump-outs to increase the area available for rain gardens. The bump-outs also provided significant traffic calming in the mostly residential neighborhoods, creating more pedestrian-friendly streets. Hey staff prepared graphics for and participated in public meetings to inform residents about the need to reduce CSOs, proposed improvements, and to build support for the project. Planting plans and specifications necessary to bid and construct the improvements were prepared.

Hey staff also provided Phase III services during planting of the rain gardens. Work included layout, contractor coordination, inspection, and documentation of quantities.



### Client

Village of Schaumburg

### Contact

Todd Wenger

847-923-3866

[twenger@ci.schaumburg.il.us](mailto:twenger@ci.schaumburg.il.us)

### Status

Ongoing

### Earned Fee

\$39,000

### Construction Cost

\$400,000

### Services Provided

Landscape Architecture

Hey and Associates, Inc. completed Phase II design plans, specifications, and cost estimates for an approximately 5-mile long corridor of Wise Road for the Village of Schaumburg. Work included conversion of paved medians to landscape medians, a pocket park, and a Village gateway entry feature at the western end of the corridor. Irrigation design was also provided for the landscape medians.

After the project was started, the streetscape design work was incorporated into a multi-million dollar pavement restoration and drainage improvement project within the Wise Road corridor. Coordination with the transportation consultant responsible for the pavement restoration and drainage design work was successfully navigated, and all improvements were bid as a single and complete project.

Construction within the Wise Road corridor began during Summer 2017, and landscape improvements are scheduled to be completed Spring 2018. Hey and Associates' staff will be providing Phase III construction engineering for all landscape and irrigation work.



### Project Highlights

Landscape median design

Pocket park design

Entry gateway landscape design

Irrigation design

Construction inspection



### Client

Village of Schaumburg

### Contact

Martha Dooley

847-923-3855

mdooley@ci.schaumburg.il.us

### Status

Ongoing

### Earned Fee

\$43,000

### Construction Estimate

\$400,000

### Services Provided

Landscape Architecture

Stormwater & Floodplain Management

Sustainable Planning & Design

Ecological Restoration & Management

Water Quality Planning

Wetland Delineation & Permitting

Construction Management

### Project Highlights

Woodland restoration

Streambank stabilization

Construction inspection



Hey and Associates, Inc. was selected by the Village of Schaumburg to provide design, permitting, and construction engineering services for the Municipal Center Woodland Restoration. The project has two components, which will be bid and constructed as two separate contracts.

The first phase of the project includes selective clearing within an approximately six and a half acre woodland, and adjacent 1,200 lineal foot stream corridor, on the Village's municipal grounds. Seeding of native grasses and wildflowers, along with planting over 100 native trees and shrubs, will also be included. Implementation of this phase is anticipated to be complete by June 2018.

The second phase involves stabilization and restoration of the 1,200 lineal foot stream channel described above. Work will include channel grading, construction of riffle structures for grade control and in-stream habitat, bank stabilization, and seeding and planting of native riparian and prairie buffer vegetation. Phase 2 construction is planned for late 2018/early 2019.



**Client**

Village of Niles

**Contact**

Steve Vinezeano  
847-588-8007  
scv@vniles.com

**Status**

Ongoing

**Earned Fee**

\$46,600

**Construction Cost**

\$488,000

**Services Provided**

Stormwater & Floodplain Management

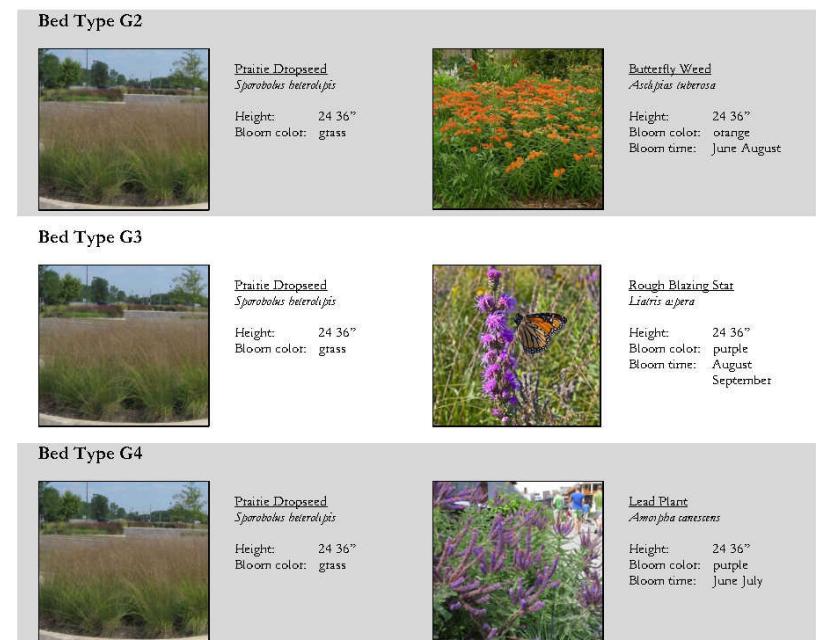
Civil Engineering Design

Landscape Architecture

Sustainable Planning & Design

Water Quality Planning

Soil Erosion & Sediment Control



Hey and Associates, Inc. designed a neighborhood bioinfiltration swale and permeable paver parking lot at Oak Park in the Village of Niles. The bioswale was constructed within the parkway of Lee Street and collects stormwater runoff from the street and adjacent park. Also as part of the project, an existing asphalt parking lot along the east side of the park was replaced with permeable pavement. The final design included Spancrete RePlenish pervious precast pavement with additional stormwater runoff storage below. Interpretive signage was included to inform and educate the public on project benefits. Grant assistance was also provided.

Hey staff inspected all plant materials for the bioswale and provided other inspection assistance for the project.

**Project Highlights**

Sustainable design

Flood reduction in combined sewer area

Plans and specifications

Public outreach

Grant funding



### Client

Village of Niles

### Contact

Steve Vinezeano  
847-588-8007  
svc@vniles.com

### Status

Completed in 2015

### Earned Fee

\$200,000

### Construction Cost

\$3,700,000

### Services Provided

Stormwater & Floodplain Management

Civil Engineering Design

Soil Erosion & Sediment Control

Landscape Architecture

Sustainable Planning & Design

### Project Highlights

Employed creative mix of both combined sewer and storm sewer improvements

Plans and Specifications

Detailed and accurate cost estimating



Hey and Associates, Inc. prepared a Stormwater Master Plan, adopted by the Village in June 2012 as the Village of Niles Stormwater Relief Program. The capital improvement program included over \$30M of improvements in two priority tiers. The Village later approved a sales tax increase and allocated \$15M toward the completion of the high priority stormwater projects.

Hey and Associates completed preliminary and final design for the two storage basin projects in the village. These projects included:

- Maryhill Storage Basin – A combination of stormwater detention and improved sewers was used to relieve overland flooding and detain flows entering the downstream combined sewer system.
- Our Lady of Ransom Storage: Relief storm sewers direct flow to a detention basin to relieve surface flooding that has historically damaged houses and surcharged sanitary sewers.

Services included survey, concept design verification and refinement, coordination with affected property owners, permitting coordination, preparation of plans and specifications, preparation of opinion of probable cost, and public meetings. In addition all necessary permits were obtained for these projects.

Multiple benefits were designed into these projects. For example, the Our Lady Ransom Storage project created extensive outdoor spaces including athletic fields, informal play areas, tiered spaces used for outdoor services and weddings, and playfields for recess and PE classes. Plantings were included to buffer the adjacent parking lot and provide aesthetic enhancements.

The projects have received two significant awards:

- 2015 ACEC Special Achievement Award for the innovative implementation and collaboration efforts
- 2015 ASCE Illinois Section Outstanding Civil Engineering Achievement under \$10 million.

### Client

CMAP

### Contact

Holly Hudson

312-386-8700

hhudson@cmap.illinois.gov

### Status

Completed in 2012

### Earned Fee

\$30,000

### Construction Cost

>\$1,000,000

### Services Provided

Stormwater & Floodplain Management

Landscape Architecture

Water Quality Planning

Sustainable Planning & Design



Hey and Associates, Inc. provided technical assistance on two cycles of Section 319 Non-Point Source Pollution Control Grants administered by the Chicago Metropolitan Agency for Planning (CMAP). Our work included review of site conditions, review of plans and specifications prepared by grant recipients, construction inspections, and review of technical reports.

Funded projects included the Jelkes Creek Reclamation (Dundee Township), Norris Woods Creek Stabilization (St. Charles Park District), South Branch Poplar Creek

### Project Highlights

Plan review

Report review

Design assistance

Landscape/construction inspection

Post-construction monitoring



## Project Understanding

---

The Village of Orland Park seeks to retain a Landscape Architect to provide landscape plan reviews, landscape installation inspections, landscape code guidance, and landscape design services. We understand that the Landscape Architect services will be under the direction of the Village of Orland Park's Development Services Department. Landscape development is controlled by Section 6-305, Landscape and Tree Preservation, of the Village of Orland Park's Land Development Code.

The following services are expected to be required of the Landscape Architect.

**Plan Review** – The Landscape Architect shall review and provide recommendations pertaining to preliminary and final landscape plans submitted by builders and developers for all non-residential developments and some residential developments. This generally includes checking for compliance with parkway, buffer yard, foundation and interior landscape, parking lot screening and island plantings, stormwater areas, tree preservation, and other provisions of Section 6-305. As native plant materials and landscapes are encouraged under the ordinance, a thorough understanding of the design, installation, and maintenance of these non-traditional areas is paramount to their long-term viability and appearance. Storm Water Best Management Practices, as described under 6-302 H. of the Village's Land Development Code, would also seem to logically be incorporated into many of the landscape plans to be reviewed.

Hey and Associates' staff have experience completing landscape plan reviews as both outside consultants and as municipal employees. Additionally, we have a great deal of experience working with native landscapes and landscapes associated with stormwater features. We will use our experience to ensure timeliness and quality in all review work for the Village of Orland Park.

**Landscape Inspections** – All plantings need to be inspected for proper installation and compliance with the approved landscape plan. Inspections for compliance with approved tree removal/preservation plans will also be necessary. These inspections may require multiple site visits over months or years, along with courteous but diligent coordination with the developer, contractor, or residents.

Our staff have extensive expertise completing landscape inspections for local, county, and state agencies. We understand that quality materials and installation is required to have an aesthetically pleasing, sustainable landscape. Proper post-construction maintenance of both traditional and native landscapes is also necessary for the long-term viability, both visually and environmentally, of all living landscapes.

**Landscape Code Reviews** – The Landscape Architect will provide technical assistance and support at the request of the Village whenever modifications to Section 6-305 Landscape and Tree Preservation of the Land Development Code are being considered. We view this as requiring technical expertise to provide unbiased, scientifically and legally sound advice.

Hey and Associates' staff have the experience and expertise necessary to provide the Village with meaningful feedback and guidance on code-related technical issues. From practical on-the-ground knowledge of urban forestry and native plant species to current trends in sustainable and resilient landscapes, we have the technical expertise necessary to help the Village successfully navigate changes to landscape and tree preservation regulations.

## Project Understanding

---

**Concept Planning** – Occasionally concept plans, design review, detailed plans and specifications, and cost estimates are required for various Village-initiated landscape projects. Many of these projects are funded through the Village’s Tree Preservation and Green Infrastructure Account, which provides a “cash in lieu” option for developers and landowners who are unable to meet tree mitigation requirements. Potential projects may include tree preservation and green infrastructure within the Village.

Hey and Associates’ staff has helped numerous villages and cities – Schaumburg, Elmhurst, Niles, Aurora, and Chicago to name a few – plan and implement landscape improvements, green infrastructure, and related projects. We have assisted with the preparation of grant applications which have resulted in increased funding for these projects. In all our projects, we strive to create sustainable, functional landscapes that meet the aesthetic expectations of the local population. This is done through careful site-specific design, avoiding pre-conceived notions, and listening to our clients and other stakeholders in the finished work.



*Rain garden planters define the streetscape in downtown Aurora.*

# Fee Structure

Our Standard terms and Conditions, including billing rates, are provided below.

## STANDARD TERMS AND CONDITIONS

Hey and Associates, Inc.

COMPENSATION	Hourly Billing Rate	BILLING
<b>Principal</b>	\$195	
<b>Engineering</b>		
Senior Civil Engineer	\$160	
Civil Engineer I to V	\$95-135	
Engineering Designer	\$145	
Water Resources Specialist I to IV	\$85-100	
Engineering Technician I to II	\$85-100	
<b>Ecological Services</b>		
<b>Wetlands and Ecology</b>		
Senior Project Scientist	\$150	
Environmental Services Manager	\$130	
Senior Water Resources Planner	\$95	
Environmental Scientist I to III	\$80-100	
<b>Native Landscape Restoration</b>		
Ecological Restoration Manager	\$115	
Environmental Scientist I to III	\$80-100	
Environmental Intern	\$40	
<b>Landscape Architecture</b>		
Senior Landscape Architect	\$160	
Landscape Architect I to II	\$100-125	
Landscape Designer	\$80	
<b>Erosion Control</b>		
Senior Erosion and Sediment Control Specialist	\$150	
Erosion and Sediment Control Specialist	\$85	
<b>Surveying</b>		
Professional Land Surveyor	\$105	
<b>Subsurface Drainage Services</b>		
Subsurface Drainage Services Manager	\$145	
Engineering Technician I to II	\$80-100	
<b>Design Support</b>		
CAD Manager	\$95	
CAD Technician	\$90	
GIS Specialist	\$80	
<b>Administration</b>		
Senior Administrator	\$105	
Administrative Assistant	\$60	
<b>Expert Testimony</b>		
Rates to be determined on per-project basis		
<b>REIMBURSABLE EXPENSES</b>		
Reimbursable expenses shall be reimbursed at cost plus an 8% administrative service charge. Such expenses shall include, but are not necessarily limited to travel, reproduction, shipping/delivery, aerial photographs, phone and other communication charges, consultants and subcontractor fees, equipment and supply costs related to the execution of the project. Fixed reimbursable expense costs are as follows:		
Travel	\$ .65/mile	
Copies	\$ .20/page	
Software/Digital Resource Charge	\$100.00/project	
ATV Usage	\$ 40.00/hour	
ATV Discing, Herbicide Spraying, Mowing	\$ 45.00/hour	
Boat Usage	\$ 75.00/hour	
Chain Saw Usage	\$ 20.00/hour	
Additional Plotting, B & W	\$ .90/sq. ft.	
Additional Plotting, Color	\$ 2.75/sq. ft.	
Additional Plotting, Mylar	\$ 4.50/sq. ft.	
Flow Meter	\$ 50.00/day	
GPS Rover	\$350.00/day	
Total Station	\$100.00/day	
<b>LIABILITY</b>		
<b>Liability</b>		
Workers' Compensation and		<b>Limits of Liability</b>
Employer's Liability		\$ 500,000 each incident
Comprehensive General Liability		\$ 2,000,000
Professional Liability		\$ 2,000,000
Automobile Liability		\$ 1,000,000
Within the limits of this insurance, Hey agrees to hold the Client harmless from and against loss, damage, injury or liability arising directly from the negligent acts or omissions of employees, agents or subcontractors of Hey.		
Client will limit any and all liability, claim for damages, losses, cost of defense, or expenses to be levied against Hey on account of any design defect, error, omission, or professional negligence to a sum not to exceed the amount of Hey's fee under this agreement. Should the Client require other types of insurance coverage, limits in excess of the above limits, and/or certificates naming any other(s) than the Client as additional insured parties, Hey's cost of obtaining such coverage, limits, or certificates shall be reimbursable by the Client.		

February 1, 2017

## **Appendix A: Staff Resumes**

---

Resumes for key staff are provided on the following pages.

# ***Hey and Associates, Inc.***

---

## **TIMOTHY R. FOLLOWY, PLA, ASLA, Senior Landscape Architect**

### **EDUCATION**

Master of Landscape Architecture, University of Illinois, 1992  
Bachelor of Landscape Architecture, University of Illinois, 1990

### **PREVIOUS EMPLOYMENT**

Consulting and Design Manager, Landscape Resources, Inc., Montgomery, IL, 1999-2003  
Staff Ecologist, Applied Ecological Services, Inc., Brodhead, WI, 1996-1999  
Associate Staff, Otis Associates, Inc., Schaumburg, IL, 1994-1996  
Landscape Planner, Village of Schaumburg, Schaumburg, IL, 1993-1994  
Associate Staff, Johnson Johnson & Roy, Chicago, IL, 1992

### **MAJOR PROJECTS**

**Resilient Corridors:** Project landscape architect during planning and design of thirteen neighborhood pocket parks for the City of Chicago's Department of Planning and Development and Department of Transportation. Project involved remediation of contaminated soils, building community gardens, creating public neighborhood open spaces, and extensive green infrastructure for stormwater management. Specific project involvement included detailed planting design for all 13 sites, involvement in soil remediation as it pertained to proposed planting and stormwater management, QA/QC of hardscape design work, and preparation of specifications for landscape and stormwater management improvements.

**Police Station Improvements:** Project landscape architects during planning and design of improvements to the Elmhurst Police Department campus. Planning work included conversion of an existing parking lot to permeable pavement, numerous rain gardens, improving pedestrian safety via reduced cross-walk distances and narrowed pavement widths, and related enhancements. Design of the first phase of construction included disconnecting building downspouts and directing roof and other runoff into a large formal rain garden landscape feature with interpretive signage near the main building entrance. Construction phase services were also provided.

**Sangamon Paseo:** Lead landscape architect during planning and design for conversion of an abandoned rail line to linear park in the Pilsen neighborhood for the City of Chicago. Highlights included coordination during remediation of contaminated soils, development of multi-use trails and pocket parks, and green infrastructure for stormwater management.

**Green Infrastructure for CSO Control:** Served as lead landscape architect on a project with the goal of reducing combined sewer overflow (CSO) events by diverting stormwater runoff into over 100 rain gardens designed to infiltrate runoff within the public ROW for the City of Aurora. Work included participation in public meetings, rain garden design, tree inventory and resolving tree conflicts, preparation of planting plans and specifications, and construction phase services.

**Oak Park Bioswale and Permeable Parking:** Landscape architect during design of a parkway bioswale and permeable parking lot at Oak Park for the Village of Niles. Work included design of the bioswale and interpretive signage. Worked on specifications for all improvements included in the project.

**Green Healthy Neighborhoods:** Served as lead landscape architect on a multi-disciplinary team planning green infrastructure improvements in numerous neighborhoods for the City of Chicago. Work focused on green infrastructure intended to reduce combined sewer overflow (CSO) events, also included complete streets, pedestrian linkages, and related community enhancements.

**Our Lady Ransom Stormwater Basin:** Provided landscape architectural design on a community stormwater management project constructed by the Village of Niles on church property. Worked with project engineers to create multi-tiered space at one end of the project that can be used for outdoor gatherings and ceremonies.

**Niles Bioinfiltration Rain Garden:** Provided landscape architectural design for an approximately quarter-acre rain garden/infiltration basin to reduce neighborhood flooding for the Village of Niles.

## ***Hey and Associates, Inc.***

---

### **TIMOTHY R. POLLOWY, PLA, Senior Landscape Architect (*continued*)**

- McCarty Park Rain Gardens: Assisted the City of Aurora with the design of parkway rain gardens as part of a combined sewer separation project near the entrance to the historic McCarty Park near the city's downtown. This project was later included in a published regional study documenting stormwater BMP effectiveness.
- Aurora 319 Grant Assistance: Assisted the City of Aurora design green infrastructure improvements at three locations within the Indian Creek watershed. Projects included rain gardens constructed in the public ROW along Spring Street, a bioinfiltration basin located at the Lincoln Avenue METRA commuter parking lot, and a low-flow water quality wetland constructed at River Edge Park.
- Pingree Grove Heritage District Stormwater BMP Rain Gardens: As part of a larger street and drainage improvement project, designed over a dozen rain gardens in the public right of way in Pingree Grove, Illinois.
- Uptown Normal Redevelopment: Design team member during the redevelopment project in Normal, Illinois. Project involvement focused on alternative stormwater management approaches, resulting in the incorporation of stormwater treatment cells within a prominent water feature located in the center of a traffic roundabout.
- Municipal Center Woodland Restoration and Creek Stabilization: Managed woodland enhancement and creek stabilization project for the Village of Schaumburg. A restoration plan including removals, seeding, and tree planting was prepared for a 6-acre woodland characterized by many hazardous dead trees due to Emerald Ash Borer (EAB) and invasive brush. The project also included stabilization of over 1,200 lineal feet of creek using natural channel design and constructed riffle-pool structures.
- Mastodon Island: As part of the Mastodon Island Interpretive Adventure Area project, plans were prepared to restore the shoreline of Mastodon Island, a 4-acre island at Phillips Park located in Aurora, Illinois. Improvements included removal of invasive trees and brush, herbaceous weed control, a seeding and planting program, and on-going maintenance to maintain ecological quality, improve visibility and public safety, and enhance visitor enjoyment at this site.
- Buffalo Creek Wetland Mitigation Bank: Landscape architect for an approximately 65-acre wetland mitigation bank development project for the Lake County Division of Transportation. Worked with project engineers and ecologists to create plans and specifications necessary to publicly bid and construct the project.
- Fort Sheridan Preserve Remediation and Restoration: Project manager for environmental clean-up and ecological restoration of approximately 100-acre site, including sorting and disposal or re-use of over 200,000 cubic yards of construction and demolition debris. This former U.S. Army base overlooks Lake Michigan and includes unique natural areas including ravine, lake bluff, and beach ecosystems.
- Skokie River Woods: Project manager during preparation of restoration plan for the Skokie River Woods natural area owned by the Park District of Highland Park. Also assisted the Park District in obtaining over \$300,000 in local grants to implement the project.
- Algonquin Natural Areas Management Plan: An inventory and assessment of over two dozen natural areas was conducted in Algonquin, Illinois. A master plan for managing these areas was prepared, including recommendations for weed control, habitat enhancement, passive recreation opportunities, and building public appreciation. Implementation of the plan resulted in a Conservation and Native Landscaping Award from the EPA and Chicago Wilderness.
- South Elgin Natural Areas Management Plan: An inventory and assessment of numerous neighborhood natural areas was completed in South Elgin, Illinois. A master plan for managing these areas was prepared, including recommendations for weed control, habitat enhancement, passive recreation opportunities, and building public appreciation. Numerous public information sessions were held to inform and educate neighborhood residents.
- North Aurora Towne Centre: Lead wetland consultant/designer on multidisciplinary team for commercial development in North Aurora, Illinois. Work included design of over 100 acres of wetland mitigation, including nearly 10 acres of BMPs designed to protect water quality in the mitigation wetlands and Blackberry Creek.
- Highland Woods: Designed compensatory wetland mitigation plan and naturalized stormwater detention facilities totaling over 40 acres for a residential development in Elgin, Illinois. Also provided construction management as Owner's agent during seeding, planting, and vegetation management work by contractor.
- Churchill Club: Designed naturalized grading and planting plans for three connected stormwater management facilities totaling over 60 acres in Oswego, Illinois. Project included several wetland plant communities, native buffer areas, and tree and shrub plantings for screening and wildlife habitat. Also provided construction observation and post-construction monitoring.
- Prairie Ridge: Landscape architect responsible for wetland mitigation, naturalized stormwater basin, and naturalized open space design for a 1,300 acre development located in Hampshire, Illinois. Work included preparation of grading and planting plans for over 250 acres of naturalized open space.

## ***Hey and Associates, Inc.***

---

### **TIMOTHY R. POLLOWY, PLA, Senior Landscape Architect (*continued*)**

Headwaters Conservation Area: Provided ecological design during development of 90-acre passive recreation park at the headwaters of the Blackberry Creek watershed in Campton Township, Illinois. Included over 50 acres of prairie restoration and numerous best management practices (BMPs) designed to protect water quality.

Old Mill Grove: Participated on interdisciplinary design team tasked with converting a pumped neighborhood detention facility to a wetland bottom gravity system in Lake Zurich, Illinois. Involvement included design of wetland detention facility and overlook with interpretive signage.

Lake Renwick Heron Rookery: Lead consultant during feasibility study, final design, and construction of biotechnical shoreline protection of nesting islands, creation of numerous artificial nesting structures for herons and egrets, and other improvements at a Will County Forest Preserve and dedicated Illinois Nature Preserve located in Plainfield, Illinois.

The Grove National Historic Landmark: Lead consultant on a project to restore wetland, prairie, and woodland ecosystems at this 124-acre historic site located in Glenview, Illinois. Work included mapping existing soils, an inventory and analyses of existing vegetation, and preparation of plans and specifications for the restoration of natural habitats.

Flambeau Mine Reclamation: prepared design documents for reclamation of a strip mine after filling of the open pit was completed. Work included grading drainage, erosion control, and planting plans and associated specifications to restore wetlands, streams, meadows, and woodlands in northern Wisconsin.

Addison Creek Channel Improvements: Landscape architect on a major urban flood control project completed for MWRDGC. Work included design of new public open space, parks, and trails to integrate the project into existing surrounding neighborhoods. Also heavily involved with assessment and design of several miles of biotechnical streambank stabilization, riparian buffer plantings, in-stream habitat improvements, and related work.

Buffalo Creek Reservoir Expansion: Landscape architect on a multi-disciplinary team tasked with preparing plans for an approximately 170-acre foot expansion of an existing MWRDGC flood control reservoir located on Forest Preserve property. Responsibilities included management of preparation of plans and specifications.

Willow Pond: Worked with the Forest Preserve District of Champaign County to prepare plans to dredge an existing pond at a popular campground site. Work including developing grading plans, including cross-sections for shoreline treatments, public use, and fishing.

Glenview Reach 1 Habitat Restoration: Prepared design documents for stream meandering, 13 riffle-pool structures, and stream-side wetland restoration for an over one-half mile reach of the West Fork of the North Branch Chicago River. This project was funded by ARRA (stimulus) funds administered by the IL EPA, and received an award from the Friends of the Chicago River.

Spring Brook Stabilization Plan: Completed stream assessment and preliminary streambank stabilization plans for DuPage County. Project promoted the use of restoration measures to protect infrastructure, property, and public safety while still allowing dynamic stream processes and channel evolution to occur.

Hidden Creek & Shadow Lake: Designed, permitted and completed construction oversight of biotechnical streambank stabilization between condominium buildings in Palatine, Illinois. Completed feasibility study to evaluate options for replacing over 2,000 linear feet of decrepit and unsafe 40-year old failing sheet pile sea wall surrounding a detention basin within a residential neighborhood.

Waubonsie Lake Dredging Study: Project manager of a feasibility study investigating opportunities and constraints associated with dredging Waubonsie Lake, a 17-acre on-line impoundment of Waubonsie Creek for the Fox Valley Park District. Work included documenting extent and depth of accumulated sediments, physical and chemical sediment characterization, developing alternatives for dredging and material disposal, and preparation of cost opinions.

Veterans Memorial Island Marina: Manager of project to dredge an existing Fox Valley Park District boat launch located on the Fox River. Dredge material was beneficially re-used at another park as fill to create athletic fields and landscape berms.

Northbrook CBD River Corridor Restoration: Led design team and oversaw construction of \$1.8 million urban stream stabilization and water quality enhancement project on the West Fork North Branch Chicago River through the Central Business District of Northbrook, Illinois. Also prepared conceptual design plans for the development of a riverwalk adjacent to the restored channel.

Willoway Brook: Designed several water quality and streambank stabilization projects at The Morton Arboretum located in Lisle, Illinois. Projects included a level spreader connected to an existing drain tile originating off-site and vegetated swale to emulate a natural groundwater seep along Willoway Brook; floodplain wetland restoration

## ***Hey and Associates, Inc.***

---

### **TIMOTHY R. POLLOWY, PLA, Senior Landscape Architect (*continued*)**

and streambank stabilization along Willoway Brook near the Prairie Visitor's Center, and stabilization of a severely eroded tributary conveying off-site drainage to Willoway Brook.

**John Deere Horicon Works:** Completed two phases of biotechnical shoreline stabilization to protect property at the John Deere manufacturing facility in Horicon, Wisconsin. Work included design and construction oversight of a streambank stabilization measures along the Rock River adjacent to the Horicon Marsh National Wildlife Refuge and State Wildlife Area.

**Wise Road Corridor:** Project manager and landscape architect on a project to convert paved medians to landscape medians in a nearly 7-mile long corridor for the Village of Schaumburg. In addition to the landscape medians, one pocket park and one entry gateway feature were also included. Plans, specifications, and cost estimates were prepared for all.

**Elgin-O'Hare Westward Access Wetland Mitigation:** Served as the Phase III Quality Representative (QR) on the Construction Manager (CM) team during implementation of an Illinois Tollway wetland mitigation project at Lake County Forest Preserve's Pine Dunes Preserve. The project included wetland, prairie, and woodland restoration; multi-use trail and boardwalk construction; construction of a new parking lot; and related improvements.

**Downer-Stolp Streetscape:** Assisted the City of Aurora with the design of streetscape improvements including numerous rain gardens in the downtown area. Project was funded in part by an Illinois Green Infrastructure Grant (IGIG) from the IL EPA.

**Roadside BMP Design:** Prepared plans and specifications for permanent roadside stormwater best management practices (BMPs) including naturalized detention areas, comp storage areas, bioswales, channel improvements/stabilization, and associated work for IDOT District 1. BMP work was incorporated into plans and specifications for highway and road construction prepared by other consultants.

**Roadside Natural Areas Management:** Worked with IDOT District 1 to identify, assess, and prepare plans for managing roadside natural areas such as remnant or planted prairies and wetlands. Phase III consultant project manager overseeing contracted management activities at numerous selected locations.

**IDOT Landscape Maintenance Program:** Lead landscape architect and project manager on a multi-year contract with IDOT's Roadside Development Unit tasked with preparing new "green" roadside maintenance program in District 1 (northeastern Illinois). Program focused on reduction of mowing, improved weed control, and expansion of native vegetation. Responsibilities included preparation of guidelines for sustainable landscape development and management, providing Phase III construction engineering services for contracted roadside landscape maintenance (mowing, weed control, and tree removal), and development of a GIS landscape database and mapping.

**Stearns Road Landscape:** Served as Phase III consultant project manager for a Kane County Division of Transportation construction project. Provided full QA/QC construction engineering services for nearly \$2 million of roadside improvements throughout the approximately six-mile long Stearns Road corridor.

**Emerald Ash Borer (EAB) Response Plan:** Assisted IDOT District 1 assess damages to roadside urban forest from the Emerald Ash Borer (EAB) within the six-county metropolitan Chicago area of northeastern Illinois. Work involved directing inventories of EAB affected trees along select IDOT ROWs, extrapolation of damages to the remainder of the District, and preparation of budget position papers to obtain additional funding for emergency tree removals. Also acted as Phase III consultant project manager overseeing contracted tree removal work.

**Green Alley Program:** Initiated the Green Alley Program for the City of Chicago's Department of Transportation. Work included assessing typical alley conditions, preparing prototypical green alley design solutions, and preparation of a technical design manual.

**Jon Paul Park:** As part of the Addison Creek Channel Improvements project for MWRDGC, Jon Paul Park in the Village of Stone Park was renovated. Work included an expanded paved trail system, a new tot lot play structure, site lighting, a picnic pavilion, extensive landscaping, irrigation, benches, a drinking fountain, and interpretive signage. A Riverwalk was also designed connecting the park with Mannheim Road.

**Space to Grow – Davis Elementary School:** Lead landscape architect on renovation of an elementary school campus for Chicago Public Schools. The project included a new plaza at the main entry, new playground, and artificial turf field. A significant component of the Space to Grow program was stormwater management to reduce local flooding and sewer backups, which was accomplished through the extensive use of green infrastructure.

**Park 566 Framework Plan:** Project manager during development of the framework plan for a Chicago Park District lakefront parcel that was part of the historic U.S. Steel (USX) facility on Chicago's south side. The first portion

## ***Hey and Associates, Inc.***

---

### **TIMOTHY R. POLLOWY, PLA, Senior Landscape Architect (*continued*)**

of the plan included conceptual development of the park site. The second aspect dealt with technical issues arising from the fact that the site was entirely made land, consisting of slag and debris, which extended ~1,000 into Lake Michigan. Numerous community meetings were held to gather public input and build consensus.

Space to Grow – Morrill and Leland Elementary Schools: Lead landscape architect on renovation of two elementary school campuses for Chicago Public Schools. Projects featured new play structures, play mounds, basketball courts, an artificial turf field, outdoor classrooms, and learning gardens. Green infrastructure such as rain gardens, native landscape materials, downspout disconnections, and permeable pavement was also a major component of these projects. Work included site planning, detailed design, construction document preparation, and construction phase services.

Olde Schaumburg Centre Park: Project manager during renovation of 20-year old park for the Village of Schaumburg. Improvements included modifications for compliance with Universal Accessibility requirements, renovation of two pond overlook decks and a boardwalk, aesthetic improvements to a pedestrian bridge, and shoreline stabilization.

Orchard Valley Golf Course: Prepared feasibility study for Fox Valley Park District to investigate opportunities constraints associated with the Blackberry Creek corridor which traverses the site, resolve irrigation concerns, and renovate an existing water feature. Study resulted in three separate construction projects – a make-up well to supplement irrigation needs, renovation of the very prominent water feature at the signature 12<sup>th</sup> hole, and shoreline stabilization along three holes.

Hawthorne Hill Park Master Planning: Completed master planning for improvements to the grounds surrounding the City of Elgin's nature center. Work included planning trails, a nature themed playground, and outdoor classroom areas; ecological restoration of wetlands, woodlands, and prairies; upgrades to the building's main entrance including butterfly gardens, rain gardens, and a naturalized garden pond; expansion of the existing parking lot with permeable pavements; and interaction with residents to gain concensus.

Hammel Woods: Project landscape architect during expansion of multi-purpose trails for the Forest Preserve District of Will County. Involvement included trail alignment, modification of existing amenities for compliance with Universal Accessibility (ADA) requirements, design of a river overlook area and canoe launch, trail underpass below a state route, and wetland mitigation design.

North Burnham Park: Native landscape subconsultant during the renovation of North Burnham Park, home of Soldier Field and the NFL's Chicago Bears.

Forest Preserve District Master Planning and Site Design: Developed master plans for six different forest preserves located in Kendall County, Illinois. Prepared bid documents and oversaw construction of equestrian and hiking trail bridges crossing ecologically sensitive areas, parking improvements, overlooks, picnic shelters, and related work at three of the preserves.

Langendorf Park: Designed conversion of existing degraded on-line detention pond to emergent wetland habitat in Barrington, Illinois. Project also included prairie restoration, streambank stabilization, trail development, and interpretive signage at a popular community park.

Harriet Island Regional Park: Ecological consultant on an interdisciplinary team that prepared plans and specifications for redevelopment of an historic urban park on the banks of the Mississippi River located in downtown St. Paul, Minnesota. Work included preservation of existing natural features, vegetative shoreline treatments, and stormwater BMP design.

Donegal Excavating: Project landscape architect during redevelopment of an industrial complex in Lemont. Provided landscape design services while the site went through the Village's Planned Unit Development (PUD) process.

Victory Centre/Pathway Senior Living: Designed native and traditional landscape and hardscape improvements at four senior housing developments located throughout the metropolitan Chicago area. Project highlights included native landscape design, naturalized detention basins, and outdoor patio living spaces for residents of both independent and supportive living facilities.

Bluff City Waste Transfer Facility: Designed native landscape, stormwater BMP, and hardscape improvements for LEED certified industrial project located in Elgin, Illinois.

## **REGISTRATION**

Illinois Registered Landscape Architect 157001200  
Wisconsin Registered Landscape Architect 594-014

## **CERTIFICATION**

IDOT Documentation of Contract Quantities (S-14)  
IDOT Context Sensitive Solutions (CSS)

## ***Hey and Associates, Inc.*** ---

### **NATHAN SEHMER, PLA, Landscape Architect**

#### **EDUCATION**

Bachelor of Landscape Architecture, Iowa State University, 2007  
Secondary Major Environmental Studies, Iowa State University, 2007

#### **PREVIOUS EMPLOYMENT**

Landscape Designer, Bertog Landscape Company, Wheeling, IL, 2008-2009  
Farm Intern, The Natural Farm, Richmond, IL, 2007  
Design and Construction Intern, Schmechtig Landscape Company, Mundelein, IL, 2003-2006  
Construction Intern, Mariani Landscape Company, Lake Bluff, IL, 2001-2002

#### **PROJECTS**

McCormick Ravine Nature Preserve Master Plan, Lake Forest, Illinois: Worked with Lake Forest Open Lands to develop a master plan focused on preserving existing plant communities and habitat within a unique ravine environment located along the shores of Lake Michigan. A primary objective of the planning process was to provide public access throughout the site while minimizing environmental impact. This was achieved through developing a hierarchy of trail types, access points and reuse of on-site material.

Skokie River Woods Master Plan, Highland Park, Illinois: Worked with the Park District of Highland Park on a multi-disciplinary team to develop a master plan focused on providing and enhancing public access to Skokie River Woods while maintaining ecological features and habitat. Three options with an opinion of probable costs were developed as part of the planning process.

Park 566 Framework Plan, Chicago, Illinois: Worked with the Chicago Park District to develop a framework plan for the former USX steel plant located along the shores of Lake Michigan on the city's south side. The planning process involved several community meetings, which resulted in an emphasis in natural resource restoration. A technical memorandum was also developed to supplement the framework plan.

Pilsen Land Use Strategy, Chicago, Illinois: Worked with the City of Chicago's Department of Planning and Development to develop a land use strategy based on stormwater flow path data for the Pilsen Neighborhood located on Chicago's lower west side.

Sangamon Paseo, Chicago, Illinois: Worked with the City of Chicago's Department of Planning and Development to prepare construction documents to convert an abandoned rail line in the Pilsen neighborhood into a linear park. The plan included a nearly one-half mile long multi-use trail.

Chicago Green Healthy Neighborhoods, Chicago, Illinois: Worked with Chicago Department of Planning and Zoning on a multi-disciplinary team to enhance stormwater infrastructure through the development and integration of rain gardens, bio-swales, and stormwater pocket parks in numerous neighborhoods throughout the city.

Woodlawn & Washington Park Green Infrastructure Opportunity Analysis, Chicago, Illinois: Worked with the City of Chicago's Department of Housing and Economic Development to identify stormwater management opportunities through the integration of innovative and sustainable landscapes, streetscapes and building techniques to achieve optimum infiltration rates. The project was part of the Green Healthy Neighborhoods initiative.

Green Infrastructure Corridors, Chicago, Illinois: Worked with the City of Chicago's Department of Planning and Development to evaluate stormwater flowpath data to determine points of concentration and patterns in order to develop prototypical streetscape programs in which stormwater management is used to enhance neighborhood settings.

Green Infrastructure Combined Sewer Overflow Control Program, Aurora, Illinois: Assisted the City of Aurora with the development of sustainable streetscape design principles through the integration of green infrastructure within the public ROW at 28 locations throughout the city. Work included depicting concept level design graphically through rendered perspectives as well as illustrated plans and sections, which were used in several public meetings. Rain garden design, preparation of plans and specifications, and construction phase services

## ***Hey and Associates, Inc.***

---

### **NATHAN SEHMER, PLA, Landscape Architect (*continued*)**

were also included. The project was funded in part by an Illinois Green Infrastructure Grant (IGIG) from the IL EPA.

**Downer-Stolp Streetscape, Aurora, Illinois:** Assisted the City of Aurora with the design of sustainable streetscape improvements including numerous rain gardens. Work included providing presentation quality exhibits illustrating concept design, planting plans and project details through the use of AutoCAD, SketchUp, and Adobe programs. The project was funded in part by an Illinois Green Infrastructure Grant (IGIG) from the IL EPA.

**Elmhurst PD Rain Garden, Elmhurst, Illinois:** Prepared three concept level plans with an opinion of probable costs to be submitted to the DuPage County Water Quality Improvement Program for grant funding. The project proposed to convert existing lawn area and surrounding impermeable areas into rain gardens and permeable pavement. The plan not only accommodated green infrastructure, but also enhanced pedestrian circulation and improved site amenities. The project received funding and is being implemented in phases.

**Oak Park Bioswale, Niles, Illinois:** Assisted the Village of Niles with submittal for a Bioswale and Permeable Paver Parking Lot to the Illinois Environmental Protection Agency for grant funding. Upon successful grant funding, a planting plan was prepared as part of the construction documents.

**Bowen Park Ravine Enhancement, Waukegan, Illinois:** Worked with the Waukegan Park District to develop a Master Plan to enhance existing ravine conditions, provide site access with boardwalks and improved circulation nodes and expand nearby shelter hardscape and planting areas.

**Hawthorne Hill Park Framework Plan, Elgin, Illinois:** Worked with City of Elgin Parks and Recreation Department to develop a framework plan based off community and park district input. The planning process focused on the ecological restoration of native oak woodlands and wetlands found throughout the site; the renovation of existing ponds to provide improved fishing opportunities; trail and interpretive signage design; creation of an outdoor classroom and development of a nature playground adjacent to the nature center. A planning document was compiled into a framework plan presenting existing conditions, the community visioning process, a conceptual master plan, and recommended maintenance and restoration procedures.

**Clublands of Antioch Master Plan, Antioch, Illinois:** Developed a Master Plan for a subdivision left partially constructed due to the Great Recession. Work included compiling documents and plans previously developed and incorporating them into a new vision for the community. Proposed improvements included new multi-use trails, enhanced lake access and overlooks, outlot programming for nature-based play and natural areas management.

**Open Space Concept Planning, Hainesville, Illinois:** Worked with the Village of Hainesville staff and mayor to develop an open space use concept plan for approximately 7 acres adjacent to the Village Hall. The plan included a natural areas assessment and enhancement plan, trail routing options and a central multi-use gathering area.

**Wilmington Dam and Mill Race Assessment, Wilmington, Illinois:** Prepared a concept plan for removal of an existing mill race dam and restoration of the mill race for the City of Wilmington. The proposed plan reduces flooding specifically in the high-use Island Parks area. The plan also enhances fish passage, wildlife habitat and creates a connection between the upper and lower river section for recreational paddlers. An opinion of probable costs was also included.

**Lake Forest Country Day School Sustainable Initiatives, Lake Forest, Illinois:** Prepared a conceptual master plan for the Lake Forest Country Day School campus with a focus on enhancing existing natural areas and promoting additional sustainable features including restoration of woodland and wetland areas to provide for outdoor learning opportunities, solar energy, rain gardens and permeable paving.

**Buffalo Creek Reservoir Expansion, Lake County, Illinois:** Assisted in developing concept level expansion plans for the Metropolitan Water Reclamation District of Greater Chicago. The plans included adding 170+ acre feet of storage to an existing reservoir which preserves and enhances existing natural habitat and expands the current trail network.

**Addison Creek Channel Improvements, Cook County, Illinois:** Landscape architect on an urban flood control project completed for MWRDGC. Work included design of public open space, a new park, and trails adjacent to and in conjunction with the re-alignment and restoration of the stream corridor.

**Mill Creek Wetland Mitigation Bank, Wadsworth, Illinois:** Prepared plan set detailing vegetative plant communities, credit acre calculations, drain tile modifications and grading.

**Karmapa Center 16, Wadsworth, Illinois:** Prepared a Resource Protection Plan and Landscape Plan in accordance with all applicable codes and regulations for a Stupa structure dedicated to the sixteenth Karmapa.

## ***Hey and Associates, Inc.***

---

### **NATHAN SEHMER, PLA, Landscape Architect (*continued*)**

Steeple Chase Golf Course Pond Outlet Retrofits, Mundelein, Illinois: Assisted in developing conceptual improvement renderings for the Mundelein Park District to upgrade a failing pond outlet control structure (weir and spillway) and bring pond water levels back to normal levels.

Waubonsie Lake Dredging Feasibility Study, Aurora, Illinois: Worked as part of a multi-disciplinary team to conduct a feasibility study for the Fox Valley Park District investigating opportunities and constraints associated with the dredging of Waubonsie Lake located in Aurora, Illinois. The study included documentation of the extent and depth of accumulated sediments, characterization of the sediment, and alternatives for dredging and material disposal with an associated cost opinion.

Stormwater Detention Basin Design, Niles, Illinois: Produced renderings of several stormwater detention basins located throughout the Village of Niles. The renderings were completed using several computer graphic applications including AutoCAD, SketchUp and the Adobe Suite. The renderings were used to inform and educate Niles residents of the aesthetic and functional benefits of the proposed multi-use detention basins.

LCDOT Facility Detention Basin Retrofit, Lake County, Illinois: Prepared rendered exhibits for the retrofit of an existing detention facility to enhance water quality and reduce downstream discharges to areas with drainage issues for Lake County Department of Transportation. The design included two new BMP cells configured to allow for water quality sampling and monitoring to analyze effects of proposed improvements.

Shadow Lake Shoreline Stabilization, Palatine, Illinois: Prepared a shoreline stabilization engineering report, which provided sustainable options to replace unsafe steel sheet pile sea walls for a homeowners' association.

Westwind Subdivision Drainage Improvements, Bloomingdale, Illinois: Prepared two concept level plans addressing ongoing drainage issues for a homeowners' association located in the Village of Bloomingdale. Tasks included detail survey, stormwater calculations, cost opinions and association meetings.

Parking Lot Rehabilitation, Lake Villa, Illinois: Developed preliminary engineering plans to re-configure parking layout and improve drainage for the Lake Villa District Library. Work included two layout options, geotechnical analysis and a cost opinion.

Subsurface Drainage Inventory, Lake County, Illinois: Performed numerous subsurface drainage investigations for the Lake County Forest Preserve District. Tasks included initial reconnaissance using historical aerial imagery, locating of drainage networks by hand probe / excavation and GPS data logging.

Deerpath Golf Course, Lake Forest, Illinois: Prepared a subsurface drainage investigation report for Deerpath golf course located in Lake Forest. Tasks included initial site reconnaissance using historical aerial imagery, locating of drainage networks by hand probe and GPS data logging.

Serosun Farms Estates, Kane County, Illinois: Provided on-site construction observation for mass grading, storm sewer installation and roadway construction. The proposed plan involved significant floodplain impacts and includes an on-stream detention system which also provides compensatory storage volume.

Natural Areas Management: Assist with in-field restoration services throughout the year. Tasks include providing adaptive restoration management techniques in ecologically sensitive environments by means of chemical and mechanical methods.

Wise Road Corridor, Schaumburg, Illinois: Worked with transportation engineers and irrigation sub consultants on a Phase II streetscape improvement project for the Village of Schaumburg. Work included conversion of paved medians to landscaped medians, design of a Village entry gateway, and a pocket park.

Stearns Road Corridor, Kane/DuPage County, Illinois: Inspector on a Phase III contract for landscape construction including native landscape and wetland restoration/enhancement to a six-mile stretch of roadway located in Kane and DuPage counties.

Elgin O'Hare Western Access Wetland Mitigation Project, Lake County, Illinois. Inspector for work consisting of ecological restoration for a project area over 315-acres located in the Pine Dunes Forest Preserve for the Illinois State Tollway Highway Authority.

I-57 Landscape Enhancement, IDOT District 1: Assisted IDOT, Bureau of Maintenance with contract quantities, associated pay items and contract special provisions for natural areas management, herbicide applications, selective clearing, native landscape enhancement and erosion control for the most northern section of the I-57 expressway. Provided further assistance to IDOT, Bureau of Construction with inspection and documentation of all items listed above.

## ***Hey and Associates, Inc.***

---

### **NATHAN SEHMER, PLA, Landscape Architect (*continued*)**

Decant Facility Design and Feasibility Study for Vactor Waste, IDOT District 1: Conducted a feasibility and design study for IDOT District 1, Bureau of Maintenance for the collection, management, and disposal of stormwater residuals collected by educator trucks. This study investigated the existing disposal sites located and maintained by surrounding counties and IDOT within the operational area and compared the costs associated with transportation of the waste material to these sites and fees associated with disposal vs. the construction of new decant facilities to be maintained and operated by IDOT. Design and management recommendations for new decant facilities were provided in a detailed report.

Roadside Vegetation Management, IDOT District 1: Worked with IDOT in developing a system-wide maintenance program for roadside vegetation. Tasks included developing and implementing procedural vegetation maintenance protocol for numerous needs throughout District 1. This was accomplished through inventorying vegetation and structural cover type along state ROW using GPS and GIS. The data was used to develop a hierarchy of maintenance priorities and procedures including selective herbicide applications, native restoration, tree and brush removal, and mowing operations in coordination with contractors and the state maintenance facilities.

Tree Health Evaluation, IDOT District 1: Performed windshield level 1 / limited visual assessments and collected data on emerald ash borer affected trees and dead trees in an effort to prioritize removals along state primary routes and expressways throughout Lake, McHenry, Kane and Cook counties.

Material Inspection & Documentation Process for IDOT Native Seed Mixes, IDOT District 1: Assisted in coordinating and implementing inspection and documentation of native seed mixes used throughout IDOT District 1. Tasks included coordinating with seed suppliers to maintain and acquire accurate PLS (pure live seed) rates and sources in accordance with IDOT standard specifications. Responsibilities also included coordination with contractors to ensure proper equipment and methods were used during native seeding operations.

IDNR Prairie Seed Distribution, IDOT District 1: Responsible for coordinating and applying IDNR prairie seed throughout IDOT District 1 region based on prioritizing and analyzing existing vegetation cover type through the use of mapped GIS data.

Landscape Plan Reviews, IDOT District 1: Tasks included reviewing district wide plans and specifications that included landscape operations to ensure methods and materials proposed in the scope of work aligned with planned quantities, IDOT standard specifications, and contract special provisions.

Drainage Studies and Hydraulic Reports, IDOT District 1: Tasks included acquiring data associated with drainage issues and subcontracting televising and cleaning operations to develop preliminary engineering reports.

Landscape Maintenance and Enhancement, IDOT District 1: Assisted IDOT with inspection and documentation of landscape construction, herbicide applications, mowing, selective clearing, native landscape enhancement, and erosion control throughout the 6-county metro Chicago area.

## **REGISTRATION**

Illinois Registered Landscape Architect 157001589

## **CERTIFICATION**

IDOT Documentation of Contract Quantities Certificate No. 15-0558  
Illinois Pesticide Commercial Operator License #CO 09758572

## **Appendix B: Required Proposal Submission Documents**

---

The following pages contain forms and other required proposal submission documents described in the RFQ and Addendum.

## AFFIDAVIT OF COMPLIANCE

---

The undersigned Vincent J. Mosca, as Vice President / Secretary  
(Enter Name of Person Making Affidavit) (Enter Title of Person Making Affidavit)

and on behalf of Hey and Associates, Inc., certifies that:  
(Enter Name of Business Organization)

1) **BUSINESS ORGANIZATION:**

The Consultant is authorized to do business in Illinois: Yes  No

Federal Employer I.D. #: 36-4183789  
(or Social Security # if a sole proprietor or individual)

The form of business organization of the Consultant is (check one):

- Sole Proprietor
- Independent Contractor (Individual)
- Partnership
- LLC
- Corporation Illinois  
(State of Incorporation)

September 11, 1997  
(Date of Incorporation)

2) **ELIGIBILITY TO ENTER INTO PUBLIC CONTRACTS:** Yes  No

The Consultant is eligible to enter into public contracts, and is not barred from contracting with any unit of state or local government as a result of a violation of either Section 33E-3, or 33E-4 of the Illinois Criminal Code, or of any similar offense of "Bid-rigging" or "Bid-rotating" of any state or of the United States.

3) **SEXUAL HARASSMENT POLICY:** Yes  No

Please be advised that Public Act 87-1257, effective July 1, 1993, 775 ILCS 5/2-105 (A) has been amended to provide that every party to a public contract must have a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4) and includes, at a minimum, the following information: (I) the illegality of sexual harassment; (II) the definition of sexual harassment under State law; (III) a description of sexual harassment, utilizing examples; (IV) the vendor's internal complaint process including penalties; (V) the legal recourse, investigative and complaint process available through the Department of Human Rights (the "Department") and the Human Rights Commission (the "Commission"); (VI) directions on how to contact the Department and Commission; and (VII) protection against retaliation as provided by Section 6-101 of the Act. (Illinois Human Rights Act). (emphasis added). Pursuant to 775 ILCS 5/1-103 (M) (2002), a "public Contract" includes "...every contract to which the State, any of its political subdivisions or any municipal corporation is a party."

4) **EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE:** Yes  No

During the performance of this Project, Consultant agrees to comply with the "Illinois Human Rights Act", 775 ILCS Title 5 and the Rules and Regulations of the Illinois Department of Human Rights published at 44

Illinois Administrative Code Section 750, et seq. The

Consultant shall: (I) not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, or physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; (II) examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization; (III) ensure all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, or physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; (IV) send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Vendor's obligations under the Illinois Human Rights Act and Department's Rules and Regulations for Public Contract; (V) submit reports as required by the Department's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts; (VI) permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts; and (VII) include verbatim or by reference the provisions of this Equal Employment Opportunity Clause in every subcontract it awards under which any portion of this Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as the other provisions of this Agreement, the Consultant will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Consultant will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations. "Subcontract" means any agreement, arrangement or understanding, written or otherwise, between the Consultant and any person under which any portion of the Consultant's obligations under one or more public contracts is performed, undertaken or assumed; the term "subcontract", however, shall not include any agreement, arrangement or understanding in which the parties stand in the relationship of an employer and an employee, or between a Consultant or other organization and its customers. In the event of the Consultant's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Human Right Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights the Consultant may be declared non-responsible and therefore ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this agreement may be canceled or avoided in whole or in part, and such other sanctions or penalties may be imposed or remedies involved as provided by statute or regulation.

5) TAX CERTIFICATION: Yes  No

Contractor is current in the payment of any tax administered by the Illinois Department of Revenue, or if it is not: (a) it is contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate Revenue Act; or (b) it has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.

6) AUTHORIZATION & SIGNATURE:

I certify that I am authorized to execute this Affidavit of Compliance on behalf of the Contractor set forth on the Proposal, that I have personal knowledge of all the information set forth herein and that all statements, RFQ #17-036

representations, that the Proposal is genuine and not collusive, and information provided in or with this Affidavit are true and accurate. The undersigned, having become familiar with the Project specified, proposes to provide and furnish all of the labor, materials, necessary tools, expendable equipment and all utility and transportation services necessary to perform and complete in a workmanlike manner all of the work required for the Project.

*✓*  
ACKNOWLEDGED AND AGREED TO:

*Vincent J. Mosca*  
Signature of Authorized Officer

Vincent J. Mosca  
Name of Authorized Officer

Vice President / Secretary  
Title

September 7, 2017  
Date

Subscribed and Sworn To  
Before Me This 7 Day  
of September, 2017.

*S M MacMeekin*  
Notary Public Signature



( NOTARY SEAL)

## INSURANCE REQUIREMENTS

*Please submit a policy Specimen Certificate of Insurance showing bidder's current coverage's*

### WORKERS COMPENSATION & EMPLOYER LIABILITY

\$1,000,000 – Each Accident    \$1,000,000 – Policy Limit

      \$1,000,000 – Each Employee

Waiver of Subrogation in favor of the Village of Orland Park

### AUTOMOBILE LIABILITY

\$1,000,000 – Combined Single Limit

Additional Insured Endorsement in favor of the Village of Orland Park

### GENERAL LIABILITY (Occurrence basis)

\$1,000,000 – Each Occurrence    \$2,000,000 – General Aggregate Limit

      \$1,000,000 – Personal & Advertising Injury

      \$2,000,000 – Products/Completed Operations Aggregate

Additional Insured Endorsement & Waiver of Subrogation in favor of the Village of Orland Park

### EXCESS LIABILITY (Umbrella-Follow Form Policy)

\$2,000,000 – Each Occurrence    \$2,000,000 – Aggregate

**EXCESS MUST COVER:** General Liability, Automobile Liability, Workers Compensation

### PROFESSIONAL LIABILITY

\$1,000,000 Limit -Claims Made Form, Indicate Retroactive Date & Deductible

Any insurance policies providing the coverages required of the Contractor shall be specifically endorsed to identify "The Village of Orland Park, and their respective officers, trustees, directors, employees and agents as Additional Insureds on a primary/non-contributory basis with respect to all claims arising out of operations by or on behalf of the named insured." If the named insureds have other applicable insurance coverage, that coverage shall be deemed to be on an excess or contingent basis. The policies shall also contain a Waiver of Subrogation in favor of the Additional Insureds in regards to General Liability and Workers Compensation coverage's. The certificate of insurance shall also state this information on its face. Any insurance company providing coverage must hold an A VII rating according to Best's Key Rating Guide. Permitting the contractor, or any subcontractor, to proceed with any work prior to our receipt of the foregoing certificate and endorsement however, shall not be a waiver of the contractor's obligation to provide all of the above insurance.

The Consultant agrees that if they are the selected contractor, within ten days after the date of notice of the award of the contract and prior to the commencement of any work, you will furnish evidence of Insurance coverage providing for at minimum the coverages and limits described above directly to the Village of Orland Park, Denise Domalewski, Contract Administrator, 14700 S. Ravinia Avenue, Orland Park, IL 60462. Failure to provide this evidence in the time frame specified and prior to beginning of work may result in the termination of the Village's relationship with the selected Consultant.

ACCEPTED & AGREED THIS 4th DAY OF September, 20 17

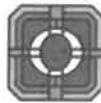
  
Signature

Vincent J. Mosca, Vice President  
Printed Name & Title

Authorized to execute agreements for:

Hey and Associates, Inc.

Name of Company



# ORLAND PARK

## ADDENDUM NO. 1

### RFQ #17-036 Plan Review and Landscape Architect Services

Date: Tuesday, September 5, 2017

To: All Potential Proposers

From: Village of Orland Park

RE: Responses to Questions Received

This Addendum No. 1 is being issued to provide responses to questions submitted for the above mentioned Project. All other provisions and requirements of the RFQ shall remain in effect. **All addenda must be acknowledged by signing the Addendum and including it with your submittal.** Failure to include a signed formal Addendum with your submittal may deem the submittal non-responsive; provided, however, that the Village may waive this requirement if in its best interest.

#### The following are the Village's responses to questions submitted for this RFQ:

1. "We see that one of the requirements is to submit, "A list of municipalities or other entities, including budgets, that the firm has provided landscape architectural review and inspection services for in the past five (5) years." We are a Landscape Architecture firm and have provided services for municipalities on hundreds of projects in the past five years, but not specifically performing review and inspection services, other than providing construction phase services on projects that we have designed and documented. Will traditional landscape architectural projects be acceptable qualifications for this work?"

Village Response: While some traditional landscape architectural work may be required, the majority of the work to be performed will involve landscape plan reviews and inspection services. A qualifying submittal should provide evidence of the firm's ability to execute each of the responsibilities outlined in the RFQ's scope of services.

2. "In an effort to make the agreement more fair to both parties, would the Village find it acceptable to replace the existing Indemnification language in its entirety...?"

Village Response: The Village would strongly encourage all parties with concerns about the sample contractual terms provided in the RFQ to still submit a proposal. A letter explaining these concerns may be included with the submission.

3. "Under the Plan Review section of the Scope of Services on p. 3 of the RFQ, the review of hydro-period analysis is mentioned. Can you offer any clarifications on whether the type of services requested shall include review of stormwater basin design and/or wetland hydroperiods, ecological restoration strategies, and the related viability and selection of naturalized plantings?"

**Village Response:** As part of the landscape review process, the Village expects the landscape review team to provide comments and suggestions related to proposed stormwater basin designs, ecological restoration strategies and the appropriateness of proposed naturalized plantings as they relate to the hydro-period data, project context and desired site aesthetics.

The question and answer period for this RFQ is closed. The RFQ submission deadline remains **Monday, September 11, 2017 not later than 11:00 A.M.**

---

Proposers are required to acknowledge receipt of any formal Addendum by signing the Addendum and including it with the RFQ submission.

Addendum No. 1, dated **Tuesday, September 5, 2017**  
**RFQ #17-036**

*I read and hereby acknowledge this addendum as of the date shown below.*

Business Name: HEY AND ASSOCIATES, INC.

Name of Authorized Signee: TIMOTHY R. FOLLOWY

Signature of Authorized Signee: J. Timothy R. Followy

Title: SR. LANDSCAPE ARCHITECT Date: 9-8-17