

September 5, 2024

Office of the Village Clerk  
2<sup>nd</sup> Floor  
14700 S. Ravinia Ave.  
Orland Park, IL 60462

Re: Proposal for Professional Engineering Services  
RFP #24-059 Doogan Park Construction Engineering Services

To whom it may concern,

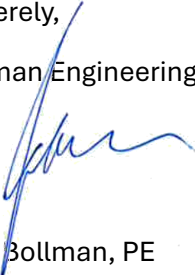
Bollman Engineering (BE) appreciates the opportunity to submit the enclosed proposal and welcomes the chance to help the Village of Orland Park with Doogan Park Construction Engineering Services. BE engineers have extensive knowledge related to construction engineering and understand the importance of universal accessibility for all members of the public.

BE specializes in ADA design, transportation, land development, water resources, GIS services, and construction management. We have teamed with Testing Service Corporation (TSC) to perform the geotechnical site investigation, MeritCorp Group, LLC to perform the topographic survey, Morris Architects Planners to perform the architectural services, and Fieldwork Design group to perform the landscape architectural services.

By submitting this proposal, BE acknowledges we concur with the Village of Orland Park's General Terms and Conditions, will provide required insurance minimums and are able to start work as soon as NTP is received.

Sincerely,

Bollman Engineering



Jerry Bollman, PE  
Principal Engineer

**BE**

**Proposal for Professional Engineering Services**  
**Doogan Park Construction Engineering**  
**Services**

**RFP #24-059**

**Orland Park**

**Office of the Village Clerk**

**2<sup>nd</sup> Floor**

**14700 S. Ravinia Ave.**

**Orland Park, IL 60462**

**September 5, 2024**

**BE**

Bollman Engineering  
IL Design Firm 184009161-0002  
2416 W Superior St, Unit 2  
Chicago, IL 60612  
520.203.4148  
jbollman@bollmaneng.com

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## Experience

### Bollman Engineering

Bollman Engineering, and our partners for this proposal, possess extensive experience in delivering engineering services for projects of comparable scope and size. Below, we outline several examples of such projects.

#### **Two Soccer Fields Recreation Facilities**

##### **Baca / Dlo' Ay Community School**

##### **Navajo Nation, New Mexico**

Bollman Engineering teamed with Delph Engineering to provide drainage and civil engineering services for the development of two new artificial turf soccer fields on the Navajo Nation near Grants, New Mexico. The project was on a five-acre parcel and had significant development constraints that included an existing stormwater flow path for over 186 acres with a 100-year peak flowrate of 246 cubic feet per second (cfs) in addition to adjacent wastewater treatment lagoons and their associated wastewater force main. HEC-RAS 2D analysis was used to determine existing and proposed stormwater depths and velocities. The stormwater was routed around the larger soccer field and the improved channel utilized existing bedrock and site conditions to avoid overly costly bank stabilization methods. Design of subsurface 8" HDPE piping was included in the project plans under an artificial turf section that included aggregate base. The design team also provided construction services and final project certifications.



## **Morningside Place Subdivision Houston, TX**

Jerry Bollman led the design of The Morningside Place Subdivision project, which consisted of drainage improvements for a subdivision with ponding issues which persisted for days following a storm event. The subdivision lots and streets were designed to drain to an amenity pond which then discharged to a local drainage channel that connected to the main regional drainage channel.

A comprehensive drainage study was performed with 2D hydraulic modeling to determine contributing factors to the street ponding. The study attributed the long drawdown time to lack of downstream capacity. To mitigate the capacity issue, the following drainage improvements were designed: a floodwall with flap gate separating the local drainage channel from the regional drainage channel to increase local capacity. The outfall from the amenity pond to the local channel was enlarged from 60" RCPs to 8'x5' RCBs, the amenity pond water surface elevation was lowered 2' to provide additional storm storage capacity, and the street outfalls were enlarged from 24" RCPs to 48" RCPs.

## Operating History

### Bollman Engineering

**Bollman Engineering (BE)** is a civil engineering firm committed to delivering exceptional engineering design services across a range of disciplines, including transportation, land development, water resources, and project and construction management. At **BE**, our focus is on providing high-quality project solutions that meet stringent schedules.

Our team of seasoned professionals has extensive experience in delivering projects for local, state and federal agencies, ensuring every project is executed with precision and managed efficiently from inception to completion. We bring a unique blend of expertise, reliability, and integrity to every endeavor, fostering transparent communication and honest collaboration.

Founded in 2022, **Bollman Engineering** is headquartered in the Ukrainian Village neighborhood of Chicago. As a Professional Limited Liability Company, the firm is led by majority owner **Daniela Castano**, who acts as CEO, and oversees all business operations, and minority owner **Jerry Bollman, PE**, who acts as Principal Engineer, managing engineering projects and staff.

As a woman owned business, **BE** is highly committed to inclusivity and equity. This commitment drives us to deliver engineering services that benefit everyone, from underserved neighborhoods to growing urban areas. At **BE**, we are dedicated to making a positive difference through our work, creating a more equitable and sustainable future for all.

### Morris Architects Planners

Founded by John Morris, AIA, Morris Architects Planners is an architectural practice based in Chicago since 1984. MAP has provided a broad scope of architectural services with a special emphasis on performing arts projects. Morris's ten-year career as a theater artist has provided a foundation for firm work. MAP has provided architectural designs for numerous performing arts facilities throughout the country including the new construction Playhouse on the Square (Memphis, TN). MAP also designed a two-theater home of the acclaimed Steppenwolf Theatre Company in Chicago. MAP's other projects in Chicago include Black Ensemble Theater and AIA award-winning spaces for the Old School of Folk Music, Lookingglass Theatre Company, and the Green Line Performing Arts Center. Our non-theater projects include a clinic for Chicago Podiatric Surgeons and an out-patient facility for Illinois Retina Associates. Additionally, we have designed a variety of residential projects, both single family and high-rise multi-tenant buildings.

Known for buildings that are conceptually clear, MAP involves building owners in a collaborative process to create projects that exceed needs and expectations. The firm's objective is to design spaces that raise artistic standards while respecting context. MAP has written the space programs for all their projects. Our commitment to programming reflects the belief in the importance of taking responsibility for every step of the process. This helps to better link aspirations with final results.

Current work includes the complete design and documentation for several projects. We are adding a 150-seat studio theater to the Black Ensemble Theater, a project we completed in 2012. We are in the Schematic Design phase for a theater and community center to house Definition Theatre Company on Chicago's South side. Completed academic projects include a balcony addition to the auditorium at the Francis W. Parker School in Chicago, and a renovation of the art department and woodshop at North Shore Country Day School in Winnetka, Illinois. We also recently completed a renovation of a former CPS high school into two rehearsal spaces, carpentry and paint shops, and offices for Court Theatre at the University of Chicago.

# Qualifications



**JERRY BOLLMAN, PE**  
Principal Engineer



**Contact**

520.203.4148  
jbollman@bollmaneng.com

**Education**

Master of Science, Civil Engineering  
New Jersey Institute of Technology  
Bachelor of Science, Civil Engineering  
University of North Dakota

**Professional Registration**

PE IL	#	062073145
PE GA	#	049750
PE LA	#	42696
PE MD	#	55586
PE NM	#	27229
PE TX	#	129596
PE VA	#	402063422

**Overview**

Jerry has over 18 years of civil engineering design experience, working on projects for DOT, Toll Road Authorities, and various counties and cities. His areas of expertise include project management, design, ADA accessibility, quality control, field coordination, cost estimates, and production of complete plans and construction documents. Jerry also has experience in the development of schematics as well as PS&E for roadway and transportation infrastructure.

While working in Texas, Jerry was licensed as a Registered Accessibility Specialist (RAS) by the Texas Department of Licensing & Regulation. To become licensed, Jerry successfully demonstrated his mastery of ADA requirements via a written exam. The RAS exam tests knowledge of criteria set forth in the 2012 Texas Accessibility Standards (2012 TAS) which was enacted by Texas Government Code, Chapter 469 for the removal of accessibility barriers.

**Select Projects**

**METRO Universal Accessibility Improvements I & II  
Houston, TX**

Developed universal accessibility improvements for METRO bus stop facilities to eliminate access barriers and enhance bus stop functionality and safety. Coordinated with local authorities, TxDOT, and other relevant entities ensured compliance with applicable standards and facilitated thorough plan reviews and permit approvals. Evaluated over 700 bus stops for ADA accessibility compliance. Designed bus stop improvements to meet ADA criteria. Developed GIS webapp cataloging bus stop ADA compliance status along with Metro maintenance and planning information for internal use.

**Morningside Place Subdivision  
Houston, TX**

**Project Scope:** Drainage improvements for subdivision with ponding issues that persisted for days following storm event. The subdivision lots and streets were designed to drain to an amenity pond which then outfall to a local drainage channel that connected to the main regional drainage channel.

**Work Performed:** Conducted a comprehensive drainage study with 2D hydraulic modeling to determine contributing factors to the street ponding. The study attributed the long drawdown time to lack of downstream capacity. To mitigate the capacity issue, the following drainage improvements were designed: a floodwall with flap gate separating the local drainage channel from the regional drainage channel to increase local capacity. The outfall from the amenity pond to the local channel was enlarged from 60" RCPs to 8'x5' RCBs, the amenity pond water surface elevation was lowered 2' to provide additional storm storage capacity, and the street outfalls were enlarged from 24" RCPs to 48" RCPs.

**BW 8 (E): from Fairmont Pkwy to Vista Rd  
Houston, TX**

Led the development of roadway plans, cross-sections, and bid documents for a 7,400-foot roadway widening project. Collaborated with multidisciplinary teams and external consultants to develop geometric designs, typical sections, and specifications for SW3P and retaining walls. Responsibilities included performing quantity take-offs, generating quantity summaries, and preparing construction cost estimates.

**Longstreet Rd: from FM 1097 to IH 45  
Montgomery County, TX**

Spearheaded the widening and reconstruction efforts for Longstreet Rd, designing Traffic Control Plans, Signing & Striping, Culvert Improvements, and safety enhancements for culvert crossings. Oversaw the development of SW3P and ensured quality control throughout the project. Maintained close coordination with the client to align project deliverables with their requirements and expectations.

**Willis-Waukegan Rd: from FM 1484 to Nicholson Rd  
Montgomery County, TX**

Led the widening and reconstruction project of Willis-Waukegan Rd, overseeing various aspects such as Traffic Control Plans, Signing & Striping, Culvert Improvements, and safety enhancements for culvert crossings. Developed the Stormwater Pollution Prevention Plan (SW3P) and ensured quality control measures were implemented throughout the project. Maintained close coordination with the client to align project deliverables with their requirements and expectations.

**SH 36: from Needville Fairchilds Rd to FM 2218  
Houston, TX**

Oversaw the design of bridge class culverts, Computerized Transportation Management Systems (CTMS), and Stormwater Pollution Prevention Plans (SW3P) for the widening of SH 36. Facilitated coordination with the PS&E prime contractor and other consultants to ensure alignment within our segment and maintained continuity of CTMS with abutting segments. Led the design of pedestrian facilities at all intersections to enhance safety and accessibility.

**Bamore Road Extension: from Canyon Hill Ln to Klauke Rd  
Fort Bend County, TX**

Led the design and production of a PS&E plan set for the extension of Bamore Road. Responsibilities included managing a team tasked with geometric roadway design, Traffic Control Plan development, Storm Sewer System design, ADA accessibility, Signing & Striping implementation, and Stormwater Pollution Prevention Plans (SW3P). Ensured quality control measures were implemented throughout the project, maintaining close coordination with the client to align project deliverables with their requirements and expectations.

**KENT DELPH, PE, CFM**  
Collaborating Engineer



**Contact**  
505.206.8385  
kent@delpheng.com

**Education**

Bachelor of Science, Civil Engineering  
Rose-Hulman Institute of Technology

**Professional Registration**

PE AZ # 30497  
PE CO # 43501  
PE NE # 014737  
PE NM # 13939  
PE TX # 118037

**Certified Floodplain Manager**

National # NM-09-00255

**Overview**

Kent is a Civil Engineer with 28 years of experience in planning and design for parks, schools, multi-use site developments, utilities, grading, drainage facilities, hydrology/hydraulics, permitting, and construction services. His technical expertise includes site planning, Civil 3D, HEC-HMS, HEC-RAS (1D & 2D), SWPPPs, construction document preparation, project specifications, and construction administration. Kent is also familiar with athletic field design regulations and requirements that include horizontal dimensions, maximum slope allowances, field cross section (materials) options and subsurface drainage.

**Select Projects**

**Pavilion and Play Area Site Development / Randall Davey Audubon Center, Santa Fe, New Mexico**

Mr. Delph was the civil engineer for site development for new building and education center on the Audubon campus on Upper Canyon Road. Work included drainage and erosion protections, grading, site utilities that included a EONE residential grinder pump/station and force main.

**Pueblo of Santa Ana Wellness Facility, Santa Ana, New Mexico**

Mr. Delph served as the project engineer for site civil development for large multistory facility. Design work included grading drainage and utility coordination. Water utility design had to account for indoor pool draining and water treatment.

**Desert Christian School, Tucson, Arizona**

Mr. Delph served as Project Manager / Engineer for a 10 acre rural development of a previous horse stable use. Project required extensive environmental and drainage clearance and appearance approval by the City's Stormwater Technical Committee. Work included offsite water, sewer (with onsite lift station) and turn lanes. The site was developed for classrooms, drop-offs and (2) athletic fields with associated irrigation systems.

**Coatimundi Middle School, Rio Rico, Arizona**

Mr. Delph served as Project Manager / Engineer for the development of a 4 acre site for a new middle school with associated access and athletic field improvements. Project included offsite sewer, LEED certification, floodplain delineation, retaining walls and construction administration.

**Expert Witness Drainage Analysis, Snowflake Fire Station, Snowflake, AZ**

Kent provided expert witness drainage analysis to demonstrate the construction of the fire station was not the majority cause of flooding to downstream educational facilities. Evidence presented allowed for defendant's insurance company to save significant dollars in case settlement.



## John Morris, AIA

President  
MORRIS ARCHITECTS PLANNERS

**Years with this Firm:** 40

Years of Experience: 48

### **Education:**

University of Illinois at Chicago, Masters of Architecture, 1983

Oakland University, BA Pol. Science, 1970

### **Registrations:**

Licensed Architect in Illinois, Indiana, Wisconsin, Ohio, Michigan, Nebraska, Maryland, Rhode Island, Mississippi, Tennessee, Pennsylvania, and New York

NCARB

### **Civic Involment:**

Board Trustee, 3 years

Francis W. Parker School

Board President, 5 years

Lookingglass Theater Company

### **Awards:**

Green Line Performing Arts Center

AIA Chicago, Small Projects Award, 2020

Lookingglass Theater

USITT Architecture Award, 2005

AIA Chicago, Distinguished Building Award, 2004

Old Town School of Folk Music

AIA Chicago, Distinguished Building Award, 1999

John Morris, AIA, has had distinguished careers in both professional theater and architecture. In 1986, he founded a Chicago architectural firm, where he designed several residential and commercial projects. He headed the firm's theater design division, leading design teams for several adaptive reuse and new construction theater projects, including the new home for the internationally-known Steppenwolf Theatre Company. Other Morris-designed spaces that enhance Chicago's off-Loop theater districts include Lookingglass Theatre at Chicago Water Tower Pumping Station, the Beverly Arts Center, Raven Theatre, and the Chicago Center for the Performing Arts. As principal of MAP, he has overseen architectural design from the conceptual stage through completion of a project.

For ten years prior to 1980, John worked on over 200 productions in professional theater in Detroit, New York, and Chicago. He owned and operated an independent scenic studio in Chicago, designing sets and lighting for local productions. In addition to set design, John has worked as a scenic artist, master carpenter, stage electrician, rigger, stage manager, and technical director. He worked with the Goodman Theatre, Meadow Brook Theatre, The Apollo Theatre, and Second City, among others. John was an artist-in-residence for the Chicago Council on Fine Arts, and taught in a graduate design studio at the Illinois Institute of Technology.

**BIO**

Megan Wade is the founder and principal of Fieldwork Design Group, a Chicago-based, WBE-certified, landscape architecture office. Opened in 2016, the firm's portfolio of work spans a variety of project types and sectors including affordable/supportive housing, commercial parking and streetscapes, condominium courtyard renovations, and high-end residential projects.

**PROFESSIONAL EXPERIENCE**

Fieldwork Design Group	Chicago, IL	2016 - Present
McKay Landscape Architects	Chicago, IL	2013 - 2016
The Lakota Group	Chicago, IL	2011 - 2013

**PROFESSIONAL AFFILIATIONS**

Registered in Illinois and Indiana  
American Society of Landscape Architects  
Chicago Women in Architecture

**EDUCATION**

MLA, Illinois Institute of Technology	Chicago, IL	2011
BA, University of Notre Dame	South Bend, IL	1991

**RELEVANT PROJECT EXPERIENCE**

<u>Senior Housing Developments</u>	<u>Prime Consultant</u>	<u>Location</u>	<u>Completion Date</u>
Highland Senior Housing	WJW Architects	Highland, IN	In Progress
Woodstock Senior Housing	Korus Group	Woodstock, IL	In Progress
St. Anthony Memory Care Facility	WJW Architects	Lansing, IL	In Progress
Spring Lake Senior Townhomes	WJW Architects	Lansing, IL	2024
Zelda Ormes Apartments	Perimeter Architects	Chicago, IL	CD's Only - 2023
Broadview Sr Apartments	WJW Architects	Broadview, IL	2022
Schneider Apartments	Perimeter Architects	Chicago, IL	CDs Only - 2019
Journey Senior Living	Perimeter Architects	Valparaiso, IN	2017

<u>Affordable / Mixed Market-Rate Housing</u>	<u>Prime Consultant</u>	<u>Location</u>	<u>Completion Date</u>
Garden Center Apartments	WJW Architects	Worth, IL	In Progress
Urban Native American Housing - Irving Park	Canopy	Chicago	In Progress
IFF Access Health - 5 Sites	WJW Architects	Maywood, IL	2023
Prairie Trail Apartments	WJW Architects	New Lenox, IL	2020
Clark-Estes Apartments	WJW Architects	Chicago, IL	2019
IFF Access West Cook County - 12 Sites	WJW Architects	Various, IL	2019
Trinity Vista Apartments	WJW Architects	Northlake, IL	2018

<u>Condominium Courtyards</u>	<u>Prime Consultant</u>	<u>Location</u>	<u>Completion Date</u>
Michigan Garden Terraces	Fieldwork Design Group	Chicago, IL	CDs Only - 2021
2309-19 Commonwealth Condos	Fieldwork Design Group	Chicago, IL	2017

<u>Commercial/Civic</u>	<u>Prime Consultant</u>	<u>Location</u>	<u>Completion Date</u>
R2 Development on North Branch	Geniant	Chicago, IL	In Progress
In His Hands Church	Aptus	Chicago, IL	In Progress
Umi Dispensary	Geniant	Chicago, IL	In Progress
Green & Foster Dispensary	Eastlake Studios	Chicago, IL	2023
Ford - Calumet Parking and Riverfront	Gala & Associates	Chicago, IL	2020

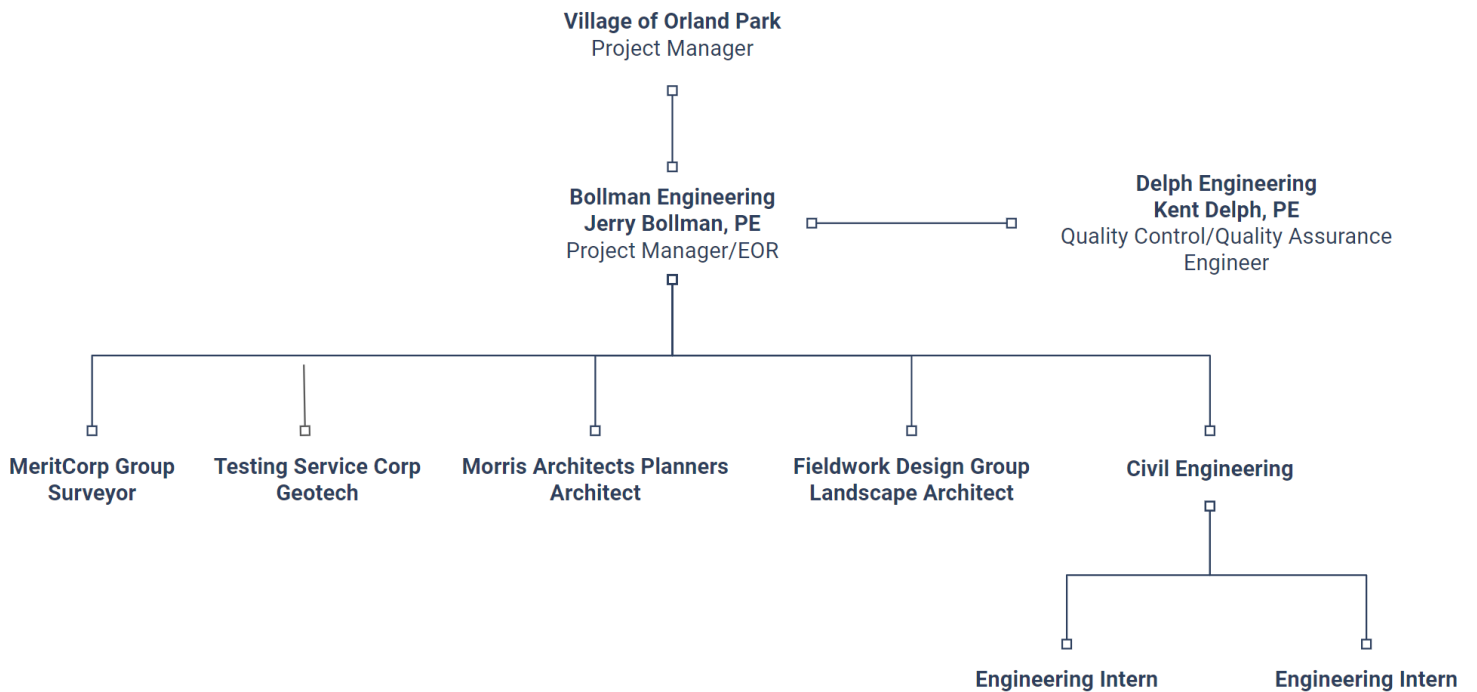
<u>Medical Facilities</u>	<u>Prime Consultant</u>	<u>Location</u>	<u>Completion Date</u>
Access Health Medical Clinic	WJW Architecture	Maywood, IL	In Progress
Cook County Blue Island Health Center	Perimeter Architects	Blue Island, IL	2020
LCHC Lawndale Health Center	Perimeter Architects	Chicago, IL	2019

<u>Parks / Community Amentities</u>	<u>Prime Consultant</u>	<u>Location</u>	<u>Completion Date</u>
West Ridge Nature Play Area	Fieldwork Design Group	Chicago, IL	2018
Triangle Park with Naturespace	Fieldwork Design Group	Chicago, IL	2016

## Organizational Chart

Jerry Bollman, PE will serve as the project manager and be the main point of contact for the Village of Orland Park. Jerry will be the EOR for the permit drawings and oversee all civil design aspects with the support of two EI's performing the production.

Kent Delph, PE will serve as Quality Assurance/Quality Control Manager. Kent will review design submittals for clarity and code compliance prior to submitting them to the Village of Orland Park. Kent will also perform a pre-permit submittal review of the SWPPP and NPDES permit packages to ensure compliance.



## Technical Proposal

Bollman Engineering (BE) understands the goal of the Village of Orland Park to redevelop and modernize Doogan Park. The BE team has been assembled to seamlessly deliver the necessary construction documents and permits for this project.

### Communications

The BE Team will provide transparent communication with the Village of Orland Park. Upon receipt of NTP, the BE Team will meet with all applicable Village of Orland Park staff. The team will setup up a monthly coordination meeting with the Village and will provide progress, updates, challenges, and monthly lookahead. We will proactively communicate any unforeseen items that are identified during the existing condition analysis or design phase which may impact the project schedule. The BE Team PM will maintain regular communication with the Village of Orland Park's PM team.

### Existing Condition Analysis

The BE Team will begin with researching existing conditions. We will review as-built data for the existing storm sewer, sanitary sewer, and potable water systems. We will perform a thorough topographical survey which will include all existing facilities elements. From the survey we will create an existing topographic model which will be used as a baseline for grading and drainage design. The BE Team will deliver the final survey data to the Village of Orland Park. The BE Team will create a baseline 2D hydraulic model of existing conditions to assess existing drainage patterns and to identify areas with drainage issues. We will incorporate the rectification of drainage issues into the proposed design. We will perform an in-depth geotechnical analysis to define existing soil conditions and criteria for proposed improvements. The BE Team will deliver to the Village of Orland Park a comprehensive geotechnical report with recommendations to be used for the design and construction. The BE Team will seek out Village of Orland Park maintenance staff to fully understand current deficiencies and snow management practices for Doogan Park. The BE Team will incorporate the feedback provided by the maintenance team to manage and/or reduce the time burden for maintenance staff. The BE Team will perform a code compliance review of the provided concept plan to assure adherence to all applicable codes. Any layout issues identified during the code compliance review will be promptly communicated with the Village of Orland Park staff with proposed solutions.

### Design Phase

The BE Team will deliver to the Village of Orland Park a complete bid ready construction package with specifications and engineer's estimate of probable costs. To achieve these documents the BE Team will incorporate the analysis of the existing conditions into the proposed design. Once the conceptual layout has been verified via the code compliance review the BE Team will begin re-grading the site to accommodate the park upgrades.

Starting with the existing surface, we will develop a proposed surface model. The proposed surface model will include design for proposed drainage patterns and snow management locations. The BE Team will develop a 2D hydraulic model for the proposed final ground surface to verify proposed patterns effectively mitigate flooding and surface runoff. Modifications and/or re-routing of the existing storm sewer system will be vetted via the hydraulic model assuring stormwater efficiently

drains away from the park's user areas. The proposed drainage scheme will be designed to allow for park use promptly after a storm event.

Using the proposed surface model, the BE Team will perform a site wide ADA accessibility evaluation. The accessibility goal will be to provide absolute accessibility for people with disabilities from the parking lot to all areas of the park.

The BE Team will design adjustments and optimizations to the existing sanitary sewer system, illumination levels, electrical conduit layout, and domestic water systems to accommodate the new park layout. We will perform a thorough review of the existing utility routings to determine the most efficient routing. We will perform an illumination study for facilities with anticipated uses after dusk. The illumination study will include evaluation of parking and access illumination levels.

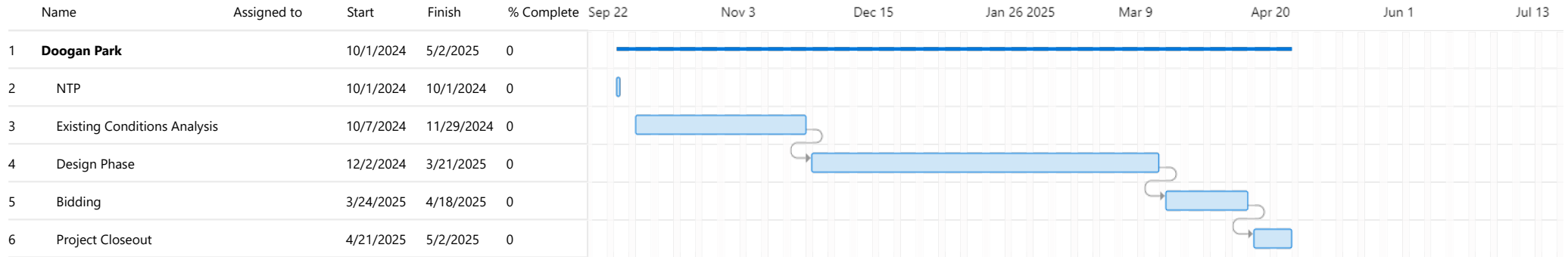
### **Bid Phase**

The BE Team will assist the Village of Orland Park during the bid phase. We will provide specification clarifications, answers to RFIs during the bidding process, as well as support the Village of Orland Park with selecting a qualified contractor.



# Project Schedule

# Doogan Park



## Sustainability Statement

At Bollman Engineering, we are committed to fostering a sustainable future by continually striving to reduce our environmental footprint through innovative practices and policies that promote a greener and more sustainable world.

### Waste Minimization

**Composting:** We actively compost organic waste through a comprehensive composting service that allows us to compost all organic material, including food waste, coffee filters and grounds, and paper. This reduces landfill waste and greenhouse gas emissions, turning waste into valuable nutrients for the soil.

**Recycling:** We have established a recycling program that includes the recycling of plastics, metals and coffee pods, ensuring that these materials are processed and reused effectively.

**Elimination of Disposable Items:** We have eliminated the use of disposable items such as plastic bags, silverware, napkins and paper plates, opting for durable and reusable alternatives.

### Energy Efficiency

**Minimization of paper:** By significantly reducing the printing of documents and promoting the use of digital tools, we decrease energy consumption associated with paper production and printing processes. Additionally, the adoption of tablets for various tasks reduces the need for paper and contributes to energy savings by streamlining workflows and enhancing productivity.

### Water Efficiency

**Reverse Osmosis Filter:** We use a reverse osmosis filter system instead of bottled water or plastic-based water services, effectively reducing plastic waste and conserving water resources. This system provides us with clean, safe drinking water while minimizing our environmental impact.

### Education and Advocacy

**Sustainability Education:** We believe in the power of education to drive change. Bollman Engineering conducts training sessions and workshops to educate our employees on sustainable practices, encouraging them to incorporate these practices into their daily routines.

### Flexible Work Options

**Remote Work:** We support flexible work options, including remote work, to help reduce our employees' carbon footprints. By enabling staff to work from home, we decrease the need for daily commuting, which significantly lowers greenhouse gas emissions and reduces overall energy consumption. This practice not only benefits the environment but also enhances work-life balance for our employees.

**Minimization of unnecessary travel:** By encouraging virtual meetings and providing the tools necessary for such meetings, we reduce our unnecessary travel and thus reduce our carbon footprint.

## **Continuous Improvement**

**Ongoing Assessment:** Sustainability is an ongoing journey. We use digital tools to track our employees' carbon footprints, which gives us a more accurate picture of our real environmental impact. Additionally, we regularly assess our practices and policies to identify areas for improvement. By staying informed about the latest advancements in sustainability, we ensure that Bollman Engineering remains at the forefront of environmental responsibility.

## **Commitment to a Sustainable Future**

At Bollman Engineering, our commitment to sustainability is unwavering. By integrating sustainable practices into our daily operations and engaging in educational initiatives, we are making meaningful strides toward a more sustainable and environmentally friendly future. We take pride in our efforts and remain dedicated to reducing our environmental impact while setting an example for others to follow.

By adhering to these principles and continually seeking new ways to enhance our sustainable practices, Bollman Engineering is proud to contribute to the preservation and protection of our planet for future generations.

# Proposal Summary Sheet

**PROPOSAL SUMMARY SHEET**  
**RFP #24-059**  
**Doogan Park Construction Engineering Services**

Business Name: Bollman Engineering, PLLC  
Street Address: 2416 W Superior St, Unit 2  
City, State, Zip: Chicago, IL 60612  
Contact Name: Jerry Bollman, PE  
Title: Principal Engineer  
Phone: 520.203.4148 Fax: \_\_\_\_\_  
E-Mail address: jbollman@bollmaneng.com

**Price Proposal**

**PROPOSAL TOTAL** \$ 231,657

**AUTHORIZATION & SIGNATURE**

Name of Authorized Signee: Jerry Bollman, PE  
Signature of Authorized Signee: \_\_\_\_\_  
Title: Principal Engineer Date: 05 Sept 2024

# Certificate of Compliance Form

**ORLAND PARK**  
**CERTIFICATE OF COMPLIANCE**

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The undersigned Jerry Bollman, PE, as Principal Engineer  
*(Enter Name of Person Making Certification)* *(Enter Title of Person Making Certification)*

and on behalf of Bollman Engineering, PLLC, certifies that:  
*(Enter Name of Business Organization)*

**1) BUSINESS ORGANIZATION:**

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

Federal Employer I.D.#: 99-1702790  
*(or Social Security # if a sole proprietor or individual)*

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

- Sole Proprietor
- Independent Contractor (*Individual*)
- Partnership
- LLC
- Corporation \_\_\_\_\_ *(State of Incorporation)* \_\_\_\_\_ *(Date of Incorporation)*

**2) STATUS OF OWNERSHIP**

Illinois Public Act 102-0265, approved August 2021, requires the Village of Orland Park to collect "Status of Ownership" information. This information is collected for reporting purposes only. Please check the following that applies to the ownership of your business and include any certifications for the categories checked with the proposal. Business ownership categories are as defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act, 30 ILCS 575/0.01 *et seq.*

- |  |  |
|--|--|
| Minority-Owned <input checked="" type="checkbox"/> | Small Business <input checked="" type="checkbox"/> ( <a href="#">SBA standards</a> ) |
| Women-Owned <input checked="" type="checkbox"/>    | Prefer not to disclose <input type="checkbox"/>                                      |
| Veteran-Owned <input type="checkbox"/>             | Not Applicable <input type="checkbox"/>  |
| Disabled-Owned <input type="checkbox"/>            |  |

How are you certifying? Certificates Attached  Self-Certifying

**STATUS OF OWNERSHIP FOR SUBCONTRACTORS**

This information is collected for reporting purposes only. Please check the following that applies to the ownership of subcontractors.

- |   |   |
|---|---|
| Minority-Owned <input type="checkbox"/> | Small Business <input type="checkbox"/> ( <a href="#">SBA standards</a> ) |
| Women-Owned <input type="checkbox"/>    | Prefer not to disclose <input type="checkbox"/>                           |
| Veteran-Owned <input type="checkbox"/>  | Not Applicable <input type="checkbox"/>                                   |
| Disabled-Owned <input type="checkbox"/> |   |



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

The Proposer 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.

4) **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."

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

During the performance of this Project, Proposer 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

Proposer 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 Proposer 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 Proposer 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 Proposer and any person under which any portion of the Proposer'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 Proposer or other organization and its customers. In the event of the Proposer'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 Proposer 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.

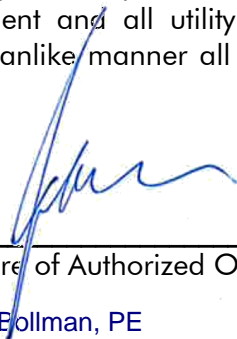
6) **TAX CERTIFICATION:**            Yes  No

Contractor is current in the payment of any tax administered by the Illinois Department of Revenue, or if it is: (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.

7) **AUTHORIZATION & SIGNATURE:**

I certify that I am authorized to execute this Certificate 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, representations, that the Proposal is genuine and not collusive, and information provided in or with this Certificate 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:**

  
\_\_\_\_\_  
Signature of Authorized Officer  
Jerry Bollman, PE  
\_\_\_\_\_  
Name of Authorized Officer  
Principal Engineer  
\_\_\_\_\_  
Title  
05 Sept 2024  
\_\_\_\_\_  
Date

# References Form

## REFERENCES

Provide three (3) references for which your organization has performed similar work.

Bidder's Name: Bollman Engineering, PLLC  
*(Enter Name of Business Organization)*

1. ORGANIZATION Efficio, LLC  
ADDRESS Navajo Nation, NM  
PHONE NUMBER 915.219.4347  
CONTACT PERSON Paul Kish  
YEAR OF PROJECT 2023
  
2. ORGANIZATION Harris County Flood Control District  
ADDRESS Houston, TX  
PHONE NUMBER 281.793.7943  
CONTACT PERSON Tom Leibert, PE  
YEAR OF PROJECT 2023-2024
  
3. ORGANIZATION Metro Universal Accessibility Improvements  
ADDRESS Houston, TX  
PHONE NUMBER 713.739.6861  
CONTACT PERSON Tim Mills, PE  
YEAR OF PROJECT 2023

# Insurance Requirements Form



# ORLAND PARK

## INSURANCE REQUIREMENTS

Please sign and provide a policy Specimen Certificate of Insurance showing current coverages.

If awarded the contract, all Required Policy Endorsements noted in the left column in **red bold** type **MUST** be provided.

Standard Insurance Requirements	Please provide the following coverage if box is checked.
<p><b><u>WORKERS' COMPENSATION &amp; EMPLOYER LIABILITY</u></b>  Full Statutory Limits - Employers Liability  \$500,000 – Each Accident  \$500,000 – Each Employee  \$500,000 – Policy Limit  <b>Waiver of Subrogation in favor of the Village of Orland Park</b></p> <p><b><u>AUTOMOBILE LIABILITY</u></b> (ISO Form CA 0001)  \$1,000,000 – Combined Single Limit Per Occurrence  Bodily Injury &amp; Property Damage. Applicable for All Company Vehicles.</p> <p><b><u>GENERAL LIABILITY</u></b> (Occurrence basis) (ISO Form CG 0001)  \$1,000,000 – Combined Single Limit Per Occurrence  Bodily Injury &amp; Property Damage  \$2,000,000 – General Aggregate Limit  \$1,000,000 – Personal &amp; Advertising Injury  \$2,000,000 – Products/Completed Operations Aggregate</p> <p><b><u>ADDITIONAL INSURED ENDORSEMENTS:</u></b>  <i>(Not applicable for Goods Only Purchases)</i></p> <ul style="list-style-type: none"> <li><b>ISO CG 20 10 or CG 20 26 (or Equivalent)</b> Commercial General Liability Coverage</li> <li><b>CG 20 01 Primary &amp; Non-Contributory (or Equivalent)</b> The Village must be named as the Primary Non-Contributory which makes the Village a priority and collects off the policy prior to any other claimants.</li> <li><b>Blanket General Liability Waiver of Subrogation - Village of Orland Park</b> A provision that prohibits an insurer from pursuing a third party to recover damages for covered losses.</li> </ul>	<p><b><u>LIABILITY UMBRELLA</u></b> (Follow Form Policy)  <input type="checkbox"/> \$1,000,000 – Each Occurrence  \$1,000,000 – Aggregate  <input type="checkbox"/> \$2,000,000 – Each Occurrence  \$2,000,000 – Aggregate  <input type="checkbox"/> Other: _____  <b>EXCESS MUST COVER:</b> General Liability, Automobile Liability, Employers' Liability</p> <p><b><u>PROFESSIONAL LIABILITY</u></b>  <input type="checkbox"/> \$1,000,000 Limit – Claims Made Form, Indicate Retroactive Date  <input type="checkbox"/> \$2,000,000 Limit – Claims Made Form, Indicate Retroactive Date  <input type="checkbox"/> Other: _____  Deductible not-to-exceed \$50,000 without prior written approval</p> <p><input type="checkbox"/> <b><u>BUILDERS RISK</u></b>  Completed Property Full Replacement Cost Limits – Structures under construction</p> <p><input type="checkbox"/> <b><u>ENVIRONMENTAL IMPAIRMENT/POLLUTION LIABILITY</u></b>  \$1,000,000 Limit for bodily injury, property damage and remediation costs resulting from a pollution incident at, on or mitigating beyond the job site</p> <p><input type="checkbox"/> <b><u>CYBER LIABILITY</u></b>  \$1,000,000 Limit per Data Breach for liability, notification, response, credit monitoring service costs, and software/property damage</p> <p><input type="checkbox"/> <b><u>CG 20 37 ADDITIONAL INSURED</u></b> – Completed Operations (Provide only if box is checked)</p>

Any insurance policies providing the coverages required of the Consultant, excluding Professional Liability, shall be specifically endorsed to identify "The Village of Orland Park, and their respective officers, trustees, directors, officials, employees, volunteers 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." The required additional Insured coverage shall be provided on the Insurance Service Office (ISO) CG 20 10 or CG 20 26 endorsements or an endorsement at least as broad as the above noted endorsements as determined by the Village of Orland Park. Any Village of Orland Park insurance coverage shall be deemed to be on an excess or contingent basis as confirmed by the required (ISO) CG 20 01 Additional Insured Primary & Non-Contributory Endorsement. The policies shall also contain a Waiver of Subrogation in favor of the Additional Insureds in regard to General Liability and Workers' Compensation coverage. 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. Each insurance policy required shall have the Village of Orland Park expressly endorsed onto the policy as a Cancellation Notice Recipient. Should any of the policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. Permitting the contractor, or any subcontractor, to proceed with any work prior to our receipt of the foregoing certificate and endorsements shall not be a waiver of the contractor's obligation to provide all the above insurance.

Consultant agrees that prior to any commencement of work to furnish evidence of Insurance coverage providing for at minimum the coverages, endorsements and limits described above directly to the Village of Orland Park, 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 contractor.

ACCEPTED & AGREED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Authorized to execute agreements for:

\_\_\_\_\_  
Printed Name & Title

\_\_\_\_\_  
Name of Company

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.



C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

SAMPLE

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – DESIGNATED  
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)
<p style="font-size: 48px; opacity: 0.3; transform: rotate(-45deg);">SAMPLE</p>
<p>Information required to complete this Schedule, if not shown above, will be shown in the Declarations.</p>

**Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – AUTOMATIC STATUS WHEN REQUIRED IN CONSTRUCTION AGREEMENT WITH YOU**

This endorsement modifies insurance provided under the following:

### COMMERCIAL GENERAL LIABILITY COVERAGE PART

**A. Section II – Who Is An Insured** is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

However, the insurance afforded to such additional insured:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

1. "Bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render,

any professional architectural, engineering or surveying services, including:

- a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- b. Supervisory, inspection, architectural or engineering activities.

This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional architectural, engineering or surveying services.

2. "Bodily injury" or "property damage" occurring after:

- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
- b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in

performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance**: The most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement you have entered into with the additional insured; or

2. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

SAMPLE

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

### **Primary And Noncontributory Insurance**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

SAMPLE

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s):	Location And Description Of Completed Operations
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".