

CLERK'S CONTRACT and AGREEMENT COVER PAGE

Legistar File ID#: 2013-0681

Innoprise Contract #: C13-0114

Year: 2014

Amount: \$50,000.00

Department: Kurt Corrigan - DS

Contract Type: Professional Engineering Services

Contractors Name: Kimley-Horn and Associates, Inc.

Contract Description: Main Street District Traffic/Parking Consultant
C14-0096 2014-0535 additional work \$4500
C15-0015 2015-0050 Amend#2 add'l work \$30,000
C15-0075 2015-0360 Amend #3 add'l work \$47,000
C15-0080 2015-0440 Addendum A UCMC Parking Deck \$85000
C15-0129 2015-0785 Add A.1 UCMC Parking Deck \$77000
C16-0055 2015-0785 Add B UCMC Parking Deck \$506,900

MAYOR
Daniel J. McLaughlin

VILLAGE CLERK
John C. Mehalek
14700 S. Ravinia Ave.
Orland Park, IL 60462
(708) 403-6100
www.orlandpark.org



VILLAGE HALL

TRUSTEES
Kathleen M. Fenton
James V. Dodge
Patricia A. Gira
Carole Griffin Ruzich
Daniel T. Calandriello
Michael F. Carroll

May 13, 2016

Mr. S. Khurshid Hoda, CPP
Kimley-Horn and Associates, Inc.
1001 Warrenville Road, Ste. 350
Lisle, Illinois 60532

RE: NOTICE TO PROCEED - Addendum B dated April 21, 2016
Main Street District Traffic/Parking Consultant Agreement

Dear Mr. Hoda:

Enclosed is a copy of Addendum B dated April 21, 2016 for additional UCMC Parking Deck Consulting Services in an amount not to exceed Five Hundred Six Thousand Nine Hundred and No/100 (\$506,900.00) Dollars. Please attach this to the original Main Street District Traffic/Parking Consultant contract dated December 4, 2013.

The Village will be processing a change order to the original Purchase Order #14-000970 for the above service and will email it to you. It is imperative that this number on the Purchase Order be noted on all invoices, correspondence, etc. All invoices should be sent directly to the Accounts Payable Department at 14700 S. Ravinia Ave. Orland Park, IL 60462. Also, your final invoice for this contract/service should state that it is the final invoice pertaining to that Purchase Order.

If you have any questions, please call me at 708-403-6173.

Sincerely,

Denise Domalewski
Contract Administrator

cc: Karie Friling
Mike Kowski

MAYOR

Daniel J. McLaughlin

VILLAGE CLERK

John C. Mehalek

14700 S. Ravinia Avenue
Orland Park, Illinois 60462
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April 21, 2016

Mr. S. Khurshid Hoda, CPP
Kimley-Horn and Associates, Inc.
1001 Warrenville Road, Ste. 350
Lisle, Illinois 60532

RE: *Addendum B dated April 21, 2016*
Main Street District Traffic/Parking Consultant Agreement

Dear Mr. Hoda:

This notification is to inform you that on April 4, 2016, the Village of Orland Park Board of Trustees approved awarding Kimley-Horn and Associates, Inc. the contract in accordance with the proposal you submitted dated March 17, 2016 for Professional Consulting Services related to the Main Street Triangle Parking Structure, Jefferson Avenue, B-Street, and the UCMC Parking Lot. Please note that the terms and conditions of the contract dated December 4, 2013 (not February 11, 2014 as stated in the proposal) shall apply; therefore, I am amending the original agreement to include this project/proposal dated March 17, 2016. Please sign two (2) copies of the attached Addendum B and return both copies to my attention at Village of Orland Park, 14700 S. Ravinia Avenue, Orland Park, Illinois 60462. I will return a fully executed addendum for your files.

If you have any questions, please call me at 708-403-6173.

Sincerely,

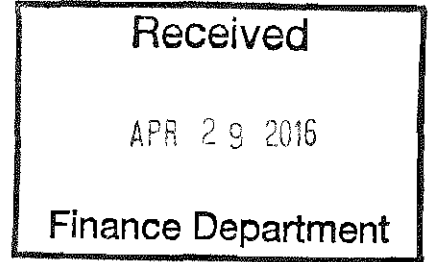
Contract Administrator

cc: Karie Friling
Michael Kowski

ADDENDUM B to
Main Street District Traffic/Parking Consultant Contract

Dated
December 4, 2013

Between
The Village of Orland Park, Illinois ("VILLAGE") and Kimley-Horn and Associates, Inc.
("CONTRACTOR")



WHEREAS, on December 4, 2013, a certain Agreement regarding Main Street District Traffic/Parking Consultant between the Village and the Contractor was executed (hereinafter referred to as the "Agreement"); and,

WHEREAS, on August 27, 2014, December 18, 2014 and June 5, 2015, a certain Agreement regarding Main Street District Traffic/Parking Consultant between the Village and the Contractor was amended (hereinafter referred to as "Amendments 1-3"); and

WHEREAS, on July 23, 2015, a certain Agreement regarding Main Street District Traffic/Parking Consultant between the Village and the Contractor was amended (hereinafter referred to as Addendum A); and

WHEREAS, on December 9, 2015 a certain Agreement regarding Main Street District Traffic/Parking Consultant between the Village and the Contractor was amended (hereinafter referred to as Addendum A.1); and

WHEREAS, the Village wishes to modify the scope of the work to include all construction administration services related to the Downtown Main Street parking.

NOW, THEREFORE, for and in consideration of the foregoing and the mutual covenants herein contained, it is agreed by and between the parties hereto as follows:

1. In the event of any conflict or inconsistency between the provisions of this Addendum and the Agreement and subsequent amendments and addenda, the provisions of this Addendum shall control.
2. **SECTION 1: THE CONTRACT DOCUMENTS** of said Agreement shall be amended to include "Amendment B dated April 21, 2016 (proposal dated March 17, 2016)".
3. All of the other terms, covenants, representations and conditions of said Agreement, Amendments 1-3, and Addenda A and A.1 not deleted or amended herein shall remain in full force and effect during the effective term of said Agreement.
4. This Addendum may be executed in two or more counterparts, each of which taken together, shall constitute one and the same instrument.

ADDENDUM B to
Main Street District Traffic/Parking Consultant Contract

Dated
December 4, 2013

Between
The Village of Orland Park, Illinois ("VILLAGE") and Kimley-Horn and Associates, Inc.
("CONTRACTOR")

This Addendum, made and entered into effective the **21st day of April, 2016**, shall be attached to and form a part of the Agreement dated the 4th day of December, 2013 and shall take effect upon signature below by duly authorized agents of both parties.

AGREED AND ACCEPTED

FOR: THE VILLAGE

By: 

Print Name: Paul G. Grimes
Village Manager

Its: _____

Date: 5/5/16

FOR: THE CONTRACTOR

By: 

Print Name: DEAN M. ANTHONY

Its: Vice President

Date: 4/21/16



March 17, 2016

Ms. Karie Friling
Director Development Services
Village of Orland Park
14700 Ravinia Avenue
Orland Park, IL 60462

RE: Village of Orland Park
Professional Consulting Services Related to the Main Street Triangle Parking Structure,
Jefferson Avenue, B-Street, and the UCMC Parking Lot, Orland Park, IL

Dear Ms. Friling,

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Engineer" or "Consultant") is pleased to submit this proposal to the Village of Orland Park ("Village" or "Client") for providing "Design/Build Phase (Owner's Representative)" services related to the parking structure currently under construction at the "Main Street Triangle" and Jefferson Avenue, B-Street, and the UCMC parking lot located in the Village of Orland Park. We would complete the efforts described in this proposal under the terms and conditions in the contract between Kimley-Horn and the Village dated ~~February 11, 2014~~ December 4, 2013 (NTP February 11, 2014) ^{4.10.10}

Project Understanding

Kimley-Horn assisted the Village in the development of "Performance and Design Criteria" and RFP documents for the proposed parking structure in order to meet the parking needs of the University of Chicago Medical Center (UCMC) and other developments that will be built within the "Main Street Triangle" area of the Village. The RFP process and procurement of the Design-Build Team (DB-Team) was completed in December of 2015. Kimley Horn is currently providing "Design/Build Phase (Owner's Representative services for design phase)" for coordinating the design services and reviewing the various design documents submitted by the DB-Team of Walsh Construction.

The Village staff would like to amend Kimley-Horn's contract to provide "Design/Build Phase (Owner's Representative services for construction phase)" services to continue to coordinate design services, review various design documents that will be submitted by the DB-Team, and provide construction observation services for the parking structure project.

The Village staff also wants Kimley-Horn to provide construction administration services for the improvements/construction of Jefferson Avenue, B-Street, and the UCMC parking lot. SPACECO Inc. (SPACECO) is the prime consultant/designer for these elements of the project.

We also understand that one or two additional projects in the Triangle may also begin construction sometime in 2016.

Scope of services

Kimley-Horn will provide the services specifically set forth below:

Task 1 – Design-Build Phase (Owner’s Representative) – Design Administration/Review Services

Kimley-Horn will continue to act as Owner’s Representative in reviewing, commenting, coordinating design documents prepared and submitted by the DB-Team. These reviews will focus on general conformance with the Performance and Design Criteria document, RFP, and best parking design practices commonly used in the parking industry for the Chicago region. All correspondence and information will be coordinated with the Village. This task will specifically include the following efforts:

1. Attend design meetings with the DB-Team. It is anticipated that the meetings will be scheduled on as needed basis. We have estimated attending up to 12 meetings for this task. These meetings will include progress meetings to review the overall design of the parking structure against the objectives of the parking structure project.
2. Attend meetings with the Village staff. We anticipate meetings with Village’s project team, building department including permit review team, police department, maintenance department, and other departments as identified by the Village staff. These meetings may be scheduled concurrently with DB-Team meeting mentioned above in Item 1. We have estimated up to 8 meetings for this task.
3. Review and provide written comments on design and construction drawings submitted by the DB-Team. We will review the documents with the intent that the DB-Team’s design meets or exceeds design criteria and objectives defined in the Performance and Design Criteria document and RFP. We will review and provide comments based upon “best parking design practices” commonly used in the parking industry for the Chicago region.
4. Coordinate design document reviews and collect written comments from the project architect (TOA Architects) and Civil Engineer (Spaceco, Inc.).
5. Respond to questions from the Village regarding the intent of the Performance and Design Criteria document developed by Kimley-Horn.
6. Assist the Village with the evaluation and selection of Value Engineering (VE) items proposed by the DB-Team.
7. Attend meetings with the utility companies including ComEd, Nicor, and Water Department. We will coordinate with Spaceco in collecting written comments on the design documents submitted by the utility companies. We have estimated up to 3 meetings for this task.
8. Assist the Village in reviewing and responding to the DB-Team’s questions, Requests for Information (RFIs), Change Order requests, and other requests during the design phase. We will provide our written comments to the Village as the Village will be the official respondent to all DB-Team’s requests. We have estimated up to 60 hours for this task.
9. Assist the Village and the DB-Team in presenting design documents for the public review process. Our scope include getting appropriate documents from the DB-Team and suggest a presentation format appropriate for public review. It is our understanding that the Village staff will take the lead and be responsible for organizing and documenting the public input through this process. We have estimated 1 meeting for this task.
10. Assist the Village and the DB-Team in keeping the project website updated by providing input on project status. As part of the DB contract between the Village and Walsh, Walsh has

developed and is currently maintaining the project website for the duration of the design and construction phases.

Task 2 – Design-Build Phase (Owner’s Representative) – Construction Administration Services

Kimley-Horn will continue to act as Owner’s Representative by assisting the Village with the construction administration services during the construction phase of the project. In this task, we will provide observations of the construction and construction progress of the parking structure. Correspondence and information will be coordinated with the Village. This task is anticipated to specifically include the following items:

1. Attend progress meetings during construction with the DB-Team on an as-needed basis. We anticipate progress meetings will be scheduled on a weekly basis and that the construction including punch list is anticipated to be completed over 12 months. We have estimated up to 120 hours including meeting preparation time for this effort.
2. Review and provide comments on shop drawing and contractor submittals during construction. We will review parking and structural submittals, and provide cursory review of MEP and FP elements. The architectural submittals will be reviewed by TOA Architect. TOA is Village’s architect for the parking structure project. We have estimated up to 60 hours for this effort.
3. Respond to questions from the Village regarding the intent of the Performance and Design Criteria document created by the Kimley-Horn team. We have estimated up to 16 hours for this task.
4. Assist the Village with review and response to Contractor questions, RFIs, Change Order requests, pay applications, etc., during construction. We will provide our written comments to the Village as the Village will be the official respondent to all DB-Team’s requests. We have estimated up to 40 hours for this task.
5. Attend construction and installation meetings with the utility companies including ComEd, Nicor, Water Department, and other related utility elements needed for the project. We will coordinate with Spaceco in reviewing and providing written comments on the construction and implementation documents submitted by the utility companies. We have estimated up to 3 meetings for this task.
6. Conduct site visits to observe progress of construction during the construction phase of the project. The purpose of these visits is to ensure that the construction is generally in compliance with the design criteria. We have estimated up to 3 site progress visits per week for this effort and budgeted up to 1,200 hours over a 50 week construction duration including visits for punch-lists.
7. Assist the Village in evaluation and selection of VE items provided by the DB-Team.
8. Review material testing reports. It is our understanding that the Village has retained Flood Testing for material testing services under a separate contract.
9. Monitor the DB-Team’s project website for updating the Village’s citizens about the status of the project and provide any suggestions for improvements to the Village and the DB-Team.
10. Assist the Village in reviewing and approving monthly pay applications submitted by the DB-Team. Kimley-Horn will review each pay application and provide an opinion as to whether the pay application percent complete is consistent with the progress observed as part of the

construction phase. Kimley Horn will provide a recommendation on approval of payment for each pay application, so that the Village can accordingly process the application. We have estimated 12 monthly invoices and budgeted up to 50 hours for this effort.

11. Conduct up to two final punch list inspections for the parking structure.
12. Attend final walk-through site visits with the Village staff.
13. Review the project close-out documents provided by the DB-Team to determine if they are consistent with the design requirements and that project warranties have been included.

Task 3 – Construction Administration Services for Jefferson Avenue, B-Street and UCMC Parking Lot

Kimley-Horn will act as Owner's Representative by assisting the Village with the construction administration services during the construction phase of Jefferson Avenue, B-Street, and the UCMC parking lot. We will retain SPACECO's services, as they are the engineer-of-record (EOR) and prime consultant/designer for these elements of the project. Similar to Tasks 1 and 2, we will provide observations of the construction and construction progress of Jefferson Avenue, B-Street, and the UCMC parking lot. Correspondence and information will be coordinated with the Village. This task is anticipated to specifically include the following items:

1. Provide design coordination, review, and general coordination services.
2. Attend meetings with the Village, contractor (selected at a later date), and other members of the project team.
3. Review and respond to information provided by the project team to ensure that it is coordinated with the overall Orland Park Triangle design concepts.
4. Review and address Request for Information (RFI's) from the contractor and review shop drawings related to the Jefferson Avenue, B-Street, and the UCMC parking lot.
5. Provide construction observation services during work on the subject project. We will provide observation reports with submittal to the Village
6. Based on Village's direction, SPACECO has budgeted 10 hours per week for the construction schedule shown below.
7. The anticipated construction schedule for the Jefferson Avenue, B-Street, and the UCMC parking lot is as follows:
 - a. 2016 Year June 13, 2016 to October 28, 2016
 - b. 2017 Year April 1, 2017 to July 1, 2017

Services Not Included

Any other services, including but not limited to the following, are not included in this Agreement.

1. Traffic and transportation engineering services
2. Geotechnical engineering
3. Building permits
4. Material testing services
5. Construction administration or coordination for additional projects in the Triangle
6. Environmental stream permitting
7. Preparation of structural tests and special inspections specifications.
8. Preparation of contract drawings and documents
 - a. Preparation of Record Drawings.
 - b. Assistance with project closeout and systems startup.

Additional Services

Any services not specifically provided for in the above scope, as well as any changes in the scope the Village requests, will be considered additional services and will be performed at our then-current hourly rates. Additional services we can provide include, but are not limited to, the following:

1. Parking management and governance services.
2. Services to retain a parking operator.
3. Parking facility management systems.
4. Parking rate study and recommendations.
5. Short- and long-term maintenance plans.
6. Environmental stream permitting.
7. Design services related to areas outside the proposed project limits.
8. Offsite roadway and/or traffic signal design.
9. Air quality analysis and permitting.
10. Phasing, traffic control, and pedestrian detour plans for construction phase activities.
11. Preparation of structural tests and special inspections specifications.
12. Design services related to irrigation systems.
13. Design services related to specialized site lighting, landscape lighting, or building accent lighting beyond those listed above.
14. Geotechnical design services, liquefaction analyses, or Site Specific seismic analyses.
15. Structural engineering services

Information Provided by the Village

The following information shall be provided by the Village. We shall be entitled to rely on the completeness and accuracy of all information provided by the Village.

1. Final executed contract and a notice to proceed.
2. Prompt review of submittal documents to facilitate the continuous flow of the project through design and construction phases.
3. Construction and RFP documents for Jefferson Avenue, B-Street, and UCMC parking lot
4. Material testing services.

Schedule

Kimley-Horn will coordinate the design and construction schedule with the DB-Team and Village staff; however, we anticipate to provide our services until the parking structure construction is complete. It is our understanding that the parking structure construction will be completed by December 31, 2016 and the punch list will be completed by January 31, 2017.

Fee and Expenses

Kimley-Horn and its team will perform the Services in Tasks 1, 2, and 3 on a labor fee plus expense basis. Labor fee will be billed on an hourly basis according to our then-current rates. A percentage of labor fee will be added to each invoice to cover certain other incidental expenses such as telecommunications, in-house reproduction, postage, supplies, project related computer time, meals, tolls, and local mileage. Administrative time related to the project will be billed hourly.

Direct reimbursable expenses such as express delivery services, fees, and other direct expenses will be billed at 1.10 times cost. All permitting, application, and similar project fees will be paid directly by the Client.

Based upon current information from the DB-Team and the Village regarding the design and construction, Kimley-Horn estimates that labor fee for this proposal will be approximately \$358,500. We have estimated \$20,800 in reimbursable expenses which include sub-consultants' expenses. Fee estimates in this proposal are for general budgeting purposes only. Actual fees may be less or more than the estimates.

Payment will be due within 30 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

Based on our discussions with the Village staff and understanding of scope of services, we have budgeted 3-days (24 hours) per week (from March 1, 2016 to Jan 31, 2017) for on-site project management and construction coordination services. Khurshid Hoda, Senior Project Manager will be on site two days per week and a Project Engineer will be onsite one-day per week. Additionally, we have budgeted approximately 300 hours for engineering support services in the Kimley-Horn office for design reviews, shop drawings, RFIs, Change Orders, pay applications reviews and approvals, and other related services. We anticipate that the DB-Team will perform site clearing, demolition, and implement a "fast-track" approach to reduce construction duration and meet project schedule. Therefore, design and construction will be proceeding simultaneously which will require multiple submittals from the DB-Team and multiple reviews by Kimley Horn.

Kimley-Horn will keep the Village apprised of the budget status with monthly invoices so that appropriate decisions can be made by the Village with regard to scope, schedule, and budget. The following is a breakdown of our hourly fee estimates:

Kimley Horn Estimated Budget

Task 1 – Design-Build Phase – Design Administration/Review Services	\$ 32,900
Task 2 – Design-Build Phase - Construction Admin. Services – Field	\$237,600
Task 2 – Design-Build Phase - Construction Admin. Services – Office	\$ 67,500
Task 3 – Construction administration services for Jefferson Avenue, B-Street, and the UCMC parking lot	\$ 20,500
Subtotal	\$358,500

Sub-Consultant's Fees

TOA Architects	\$ 17,600
SPACECO, Inc.	\$110,000
Subtotal	\$127,600

Total **\$486,100**

Reimbursable Expenses - Estimate \$ 20,800

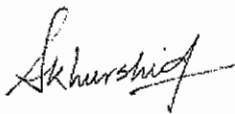
Any Additional Services will be performed on an hourly basis according to our then-current rates. Direct reimbursable expenses such as express delivery services, fees, air travel, and other direct expenses, will be billed at 1.10 times cost.

Closure

We would complete the efforts described in this proposal under the terms and conditions of the contract between Kimley-Horn and the Village of Orland Park dated February 11, 2014. ~~February 11, 2014~~ December 9, 2013
(NTP February 11, 2014)

We appreciate the opportunity to continue to provide our services to you. Please contact me at (312) 924-7432 or khurshid.hoda@kimley-horn.com should you have any questions or need additional information.

Sincerely,



S. Khurshid Hoda, CPP
Senior Project Manager



Dean Antony, P.E.
Vice President