



June 10, 2024

Mr. Patrick McLaughlin
Utility Operations Manager
Village of Orland Park
15655 S. Ravinia Avenue
Orland Park, Illinois 60462

Subject: Proposal for Professional Engineering Services
2024 I&I Sanitary Sewer Rehabilitation Construction Services

Dear Mr. McLaughlin:

RJN Group, Inc. (RJN) is pleased to submit this proposal to provide construction services for the sewer mainline rehabilitation project for the Village of Orland Park (Village). These services will assist the Village in completing the requirements of the Metropolitan Water Reclamation District of Greater Chicago (MWRD) Infiltration / Inflow (I/I) Control Program (IICP).

RJN Group, established in Wheaton, Illinois in 1975, is a professional engineering and field services firm focused on underground municipal infrastructure. We have worked with hundreds of communities and have evaluated over a quarter-billion feet of pipelines in our 45-year history.

Key Project Goals and Objectives

The primary goal of this project is to oversee the construction for the 2024 I&I Sanitary Sewer Rehabilitation to ensure that the project is being managed and constructed as designed. This construction project will require part-time resident engineering oversight and construction management services.

The attached map in Exhibit D on Page 8 shows the rehabilitation area. The base bid for the 2024 Construction includes a total of approximately 5,675 LF of cured-in-place pipelining, 18 mainline grouts, 95 lateral grouts, and 4-point repairs.

The total construction cost for this project is between \$500,000 to \$600,000.

Program Management & Clarity™

Overall management will also be provided. Hours for project management will be allocated in each task described hereinabove. RJN will provide access to its online data hosting platform **Clarity™**, that includes status of data collection, access to data collected, and field collected media for construction activities.

Assuring Quality and Safety

RJN is committed to providing **quality** deliverables. The completion of these inspections is critical in providing actionable results for the Village. As collection system specialists, we have built data review processes that ensure that all data is accurate. Our engineers and field inspection crews are trained and certified in NASSCO PACP and MACP inspection and review to ensure the highest quality data. RJN's internal Quality Control tools as well as our corporate training and Quality Assurance processes in place will ensure that program will provide value for the Village.

As an employee-owned firm, RJN's commitment to the **safety** of our employees, Village staff, and the public is paramount. RJN demonstrates that commitment to safety in our internally developed and audited safety program where our goal is to have all field staff, engineers, and project managers "RJN Safety Certified". Every project follows an RJN Health and Safety Plan (HASP) when completing any field work.

Price and Schedule Summary

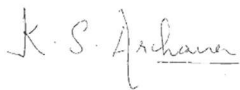
This project will be invoiced on a Time and Material Basis for a total not-to-exceed fee of **\$57,500**. The Construction schedule for this project will be set by the Contractor in compliance with the Contract Documents.

Complete Scope of Services, Pricing, and Schedules are provided in the following exhibits:

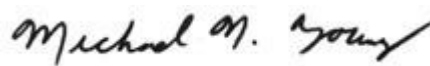
- Exhibit A – Scope of Services
- Exhibit B – Pricing
- Exhibit C – Schedule
- Exhibit D – Map

We are looking forward to the opportunity to continue working with the Village of Orland Park on this important project. It is our pleasure to submit this proposal to you. Please feel free to contact Archana at 312.363.8835 if you would like to discuss this proposal or have any questions.

Sincerely,



Archana Kuchimanchi, PE
Project Manager



Michael N. Young, P
Principal



EXHIBIT A

SCOPE OF SERVICES

RJN is proposing the following scope of services for the Village of Orland Park.

1. Pre-Construction Assistance:
 - a. Coordinate and attend in-person or video conference preconstruction meeting. Prepare and distribute meeting minutes.
 - b. Review Contractor's shop drawings, material submittals, insurance documents, liner thickness calculations, bypass pumping plans, traffic control plans, erosion control plans, pre-construction surface videos and construction phasing.
2. The assigned resident engineer will thoroughly review the contract documents and project plans prior to construction activities.
3. Provide construction observation for the duration of the project. RJN proposes to be on-site for approximately 4-8 hours per day when the Contractor is onsite and working on the remaining work. This proposal is based on providing 130 hours of construction observation services.
4. Ensure that the Contractor provides notification to the residents. Assist the Village with contacting property owners impacted by the construction.
5. Provide periodic inspection of erosion control and traffic control measures to ensure roadways remain open and driveways/sidewalks are not blocked for extended periods. Identify potential traffic control and surface rehabilitation needs during construction.
6. Provide daily documentation of the construction activities when on-site, including maintaining a daily project journal, taking digital photographs of all phases of the construction, and taking measurements for all quantities installed. RJN will provide access of daily reports to the Village for review via Clarity®, the RJN online platform.
7. Submit weekly project updates to the Village with the daily reports and photos.
8. Alert the Contractor if equipment or materials are being installed prior to material submittal approval or if the wrong materials are being used. Provide field checks of materials and equipment, including enforcement of material testing.
9. Provide observation services during construction testing where applicable. Review testing documentation submittals for compliance with plans and specifications.
10. Provide personnel as necessary for televising video review. Review sewer televising videos using PACP-certified personnel. Identify work completed follows the Contract Documents and any deficiencies in the final work product.
11. Provide contract management, including review of Contractor's payment requests, verifying field quantities, and preparation of change orders.
12. Prepare a preliminary and final punch list. Submit to the Village for review and incorporate Village's comments. Submit to Contractor for completion.
13. Coordination of contract closeout and preparation of a final acceptance letter.
14. RJN will obtain as-built documents from the Contractor and prepare for the Village a set of final construction documents in original AutoCAD or GIS formats. Obtain project specific

- rehabilitation changes to the Village's collection system and provide to the Village for inclusion in their GIS. Prepare a GIS layer update of the rehabilitation work and rehabilitation locations.
15. Provide overall general project management and coordinate meetings with Village, RJN, and Contractor as agreed upon at preconstruction meeting.

Items Requested from the Village

1. Coordination assistance with other consultants and/or contractors working on various aspects of the Village sewer system (if necessary).
2. Resident Contact information (if necessary).
3. Assist RJN as needed to communicate with residents.



EXHIBIT B PRICING

Based on the scope of services outlined above, we the cost breakdown as follows:

Pricing Terms for Invoicing: Time and Material

Not-To-Exceed Total Cost: **\$57,500**

Task #	Task Description	Hours	Cost
1001	Pre-Construction Assistance & Submittal Review	23	\$4,700
1002	Resident Engineering and Construction Observation Services	130	\$27,200
1003	Review of Pay Requests, Change Orders & CCTV	34	\$6,300
1004	Construction Documentation & Communication	20	\$3,800
1005	Punchlist, Closeout, and As-Builts	51	\$9,200
1006	Project Management	31	\$6,000
1007	Mileage, Shipping, Expenses, Etc.		\$300
Total Contract Amount		289	\$57,500

Hourly Rate Schedule

	Classification	2024 Rates*
PD	Project Director	\$260.00
SPM	Senior Project Manager	\$230.00
PM	Project Manager	\$195.00
SCM	Sr. Construction Manager	\$180.00
CM	Construction Manager	\$165.00
CO	Construction Observer	\$145.00
SPE	Senior Project Engineer	\$165.00
PE	Project Engineer	\$150.00
EI	Engineer I	\$135.00
GSS	GIS Specialist	\$130.00
GIS	GIS Analyst	\$115.00
SDA	Senior Data Analyst	\$130.00
DA	Data Analyst	\$110.00
FM	Field Manager	\$115.00
FS	Field Supervisor	\$105.00
FT	Field Technician	\$95.00
AS	Administrative Support	\$105.00
	<i>*Rates valid through 12/31/2024.</i>	

Notes

1. The Hourly Rate Schedule is valid until December 31st, 2024. Following that date, rates may be subject to an annual increase.

Contract Option

This contract can be amended to include additional work upon joint approval by the Village and RJN.



EXHIBIT C PROPOSED SCHEDULE

Task	Timeline
Resident Engineering and Construction Management Services	Construction is expected to start in Summer 2024 and the schedule will be controlled by the Contractor. Work will be completed by December 31, 2024.



EXHIBIT D PROJECT MAP

