

**CLERK'S CONTRACT and AGREEMENT COVER PAGE**

**Legistar File ID#:** 2013-0389

**Innoprise Contract #:** C13-0064

**Year:** 2013

**Amount:** \$6,600.00

**Department:** PW - John Ingram

**Contract Type:** Engineering Services Addendum

**Contractors Name:** Christopher B. Burke Engineering, Ltd

**Contract Description:** Saratoga Place Subdivision Stormwater Improvements



MAYOR  
Daniel J. McLaughlin  
VILLAGE CLERK  
John C. Mehalek  
14700 S. Ravinia Ave.  
Orland Park, IL 60462  
(708) 403-6100  
www.orland-park.il.us



TRUSTEES  
Kathleen M. Fenton  
Brad S. O'Halloran  
James V. Dodge  
Edward G. Schussler III  
Patricia A. Gira  
Carole Griffin Ruzich

VILLAGE HALL

July 15, 2013

Mr. Travis Parry  
Christopher B. Burke Engineering, Ltd.  
9575 West Higgins Rd., Suite 600  
Rosemont, Illinois 60018

**RE: NOTICE TO PROCEED -**

- *Unincorporated Palos and Orland Townships Stormwater Evaluation*
- *Grasslands Detention Basin*
- *Stellwagen Family Farm – Multi-Use Path and Parking Lot*
- *Fernway Subdivision – Stormwater Improvements*
- *Saratoga Place Subdivision Stormwater Improvements*
- *Maycliff Subdivision Stormwater and Water Main Improvements*

Dear Travis:


This notification is to inform you that the Village of Orland Park has accepted and signed the proposals related to the projects listed above.

Please contact John Ingram at 708-403-6104 or Kurt Corrigan at 708-403-6123 regarding the work.

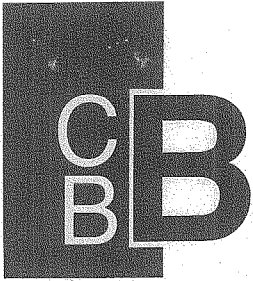
The Village will be processing a Purchase Order for this contract/service and it will be faxed to your company. It is imperative that this number on the Purchase Order be noted on all invoices, correspondence, etc. All invoices should be sent directly to the Accounts Payable Department at 14700 S. Ravinia 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.

Enclosed are copies of the fully executed proposals. If you have any questions, please call me at 708-403-6173.

Sincerely,

  
Denise Domalewski  
Contract Administrator

cc: John Ingram  
Kurt Corrigan



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**  
9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX(847) 823-0520

June 10, 2013

Village of Orland Park  
Public Works Department  
15655 Ravinia Avenue  
Orland Park, IL 60462

Attention: Mr. John Ingram – Infrastructure Maintenance Director

Subject: Proposal for Professional Engineering Services for  
163<sup>rd</sup> Street – Stormwater Improvements

Dear Mr. Ingram:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit this proposal to provide professional engineering services for the design of stormwater improvements for the 163<sup>rd</sup> Street Study Area. This proposal includes our Understanding of the Assignment, Scope of Services and Fee.

#### UNDERSTANDING OF ASSIGNMENT

The 163<sup>rd</sup> Street Stormwater Improvement Project is a continuation of the work performed as part of the Orland Park Flood Risk Reduction Assessment for the 163<sup>rd</sup> Street Study Area. The 163<sup>rd</sup> Street Study Area is located north of 163<sup>rd</sup> Street, just west of LaGrange Road within the Saratoga Place Subdivision. CBBEL previously evaluated the drainage system for the area and determined that blocked and/or poorly defined overland flow routes were the primary cause of the flooding being experienced throughout the area.

CBBEL will proceed with the design of dedicated overland flow routes based on the previous assessment. The overland flow routes will provide a dedicated path to safely convey stormwater runoff that exceeds the capacity of the storm sewer system away from the residential structures and toward the detention basin. In addition, CBBEL will prepare working plan sheets to allow for the construction of the proposed overland flow routes.

The working plan sheets will be of a preliminary engineering nature and will provide guidance to a Village-selected contractor to perform the work, but will not be Final Engineering documents typically prepared for construction.

### SCOPE OF SERVICES

Based on our experience with similar projects, our anticipated scope of services is detailed below:

**Task 1 – Supplemental Topographic Survey:** CBBEL will collect survey data as needed to supplement the design plan sheets and existing topographic data previously provided. CBBEL will survey pertinent features of the existing stormwater management system, as well as information related to the low entry elevation of the adjacent residential structures.

**Task 2 – Drainage Analysis:** Based on the data collected in Task 1, CBBEL will analyze the existing drainage information to design the proposed overland flow routes. The overland flow routes will provide a safe, dedicated route to convey excess stormwater flows through the residential area and into the detention basin.

**Task 3 – Preliminary Engineering:** Once Tasks 1 and 2 are completed, CBBEL will prepare preliminary engineering drawings that will allow the Village to select a contractor and construct the proposed improvements. The preliminary engineering drawings will be working plan sheets to be verified in the field and not of a Final Engineering nature.

### FEE

The estimated costs for the tasks provided above are as follows:

TASK	DESCRIPTION	COST
1	Supplemental Topographic Survey	\$ 2,500
2	Drainage Analysis	\$ 2,000
3	Preliminary Engineering	\$ 2,100
	<b>Total</b>	<b>\$ 6,600</b>

We will bill you at the hourly rates specified on the attached Schedule of Charges and establish our contract in accordance with the previously accepted General Terms and Conditions for the Village.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,

 for

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

Attachment: Standard Charges

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

BY:

  
\_\_\_\_\_

Paul G. Grimes

TITLE:

\_\_\_\_\_

Village Manager

DATE:

\_\_\_\_\_

7/11/13

**CHRISTOPHER B. BURKE ENGINEERING, LTD.**  
**STANDARD CHARGES FOR PROFESSIONAL SERVICES**  
**JANUARY, 2007**

<u>Personnel</u>	<u>Charges*</u> <u>(\$/Hr)</u>
Principal	219
Engineer VI	192
Engineer V	157
Engineer IV	126
Engineer III	117
Engineer I/II	95
Survey V	157
Survey IV	120
Survey III	115
Survey II	90
Survey I	70
Resource Planner V	107
Resource Planner IV	101
Resource Planner III	92
Resource Planner II	84
Engineering Technician IV	120
Engineering Technician III	99
Engineering Technician I/II	91
CAD Manager	126
Assistant CAD Manager	120
CAD II	117
CAD I	91
GIS Specialist III	112
GIS Specialist I/II	63
Environmental Resource Specialist V	140
Environmental Resource Specialist IV	126
Environmental Resource Specialist III	107
Environmental Resource Specialist I/II	87
Environmental Resource Technician	82
Administrative	82
Engineering Intern	48
Survey Intern	48
Information Technician III	88
Information Technician I/II	56

Direct Costs

Outside Copies, Blueprints, Messenger, Delivery Services, Mileage      Cost + 12%

- Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2007.