

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

**Legistar File ID#:** 2020-0487

**Innoprise Contract #:** C20-0129

**Year:** 2020-2025

**Amount:**

**Department:** EP&S - Khurshid Hoda

**Contract Type:** Master Agreement Professional Engineering Services

**Contractors Name:** Civiltech Engineering, Inc.

**Contract Description:** Professional Engineering Services (projects are attached as Exhibit B)  
1.) Change Order #1 - Request to extend contract completion date from 12/31/2022 to 6/30/2024.



# ORLAND PARK

## REQUEST FOR CHANGE ORDER # 1

Purchase Order #: 21 - 001740

Purchase Order Date: 9/22/2021

Contract Title: 167th Street Multi-Use Path, Steeplechase Parkway to 104th Avenue, Phase II Design Engineering

NOTE: The above referenced contract is for a fixed not to exceed amount and scope of services. For any change to the contract amount or scope of services this form must be completed and signed by the contractor and approved and authorized by the Village of Orland Park **BEFORE** commencing with any work beyond the dollar amount or scope of the original, or previously amended contract/purchase order.

Item	Description	Amount
A	Original contract value (without contingency)	
B	Total amount of previous change orders for contract (not contingency)	
C	Total current contract amount (A + B)	\$ 0.00
D	Amount of this change order for contract ( + or - )	
E	Revised contract amount (C + D)	\$ 0.00
F	Percent of current contract amount this change order represents (D/C)	0.00%
G	Cumulative percent of all change orders (B + D)/A	0.00%
H	Original contract completion date	12/31/22
I	Revised contract completion date	6/30/24
J	Total amount of contingency	
K	Amount of this contingency funds request	
L	Amount of previous contingency funds approved	\$ 0.00
M	Contingency funds remaining	\$ 0.00

**Brief description of services provided under the contract:**

Phase II Design Engineering for the 167th Street Multi-Use Path from Steeplechase Parkway to 104th Avenue.

**Reason for requested change:** *(if requesting approval for contingency funds, date extension by a total of 30 days or more, identify % and amount on contract)*

Processing project through IDOT approval process has taken longer than anticipated. Requesting to extend contract completion date to 6/30/2024. Worked with KTJ on Addendum language to continue/extend contract.

**For Village Use Only:** IN ACCORDANCE WITH 720 ILCS 5/33E-9 this section shall only apply to a change order or a series of change orders which authorize or necessitate an increase or decrease in either the cost of a public contract by a total of \$10,000 or more or the time of completion by a total of 30 days or more.

As the authorized designee of the Village of Orland Park to approve a change order to this public contract, I hereby make the following written determination regarding this change order and authorize and approve the same:

- The circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed
- The change is germane to the original contract as signed
- The change order is in the best interest of the Village of Orland Park and authorized by law

This written determination and this written change order resulting from that determination shall be preserved in the contract's file which shall be open to the public for inspection.

Company Name: Civiltech Engineering, Inc.

Signature:

Printed Name: Jonathan R. Vana

Title: President

Date: 8/24/2023

Village of Orland Park

Signature:

Printed Name: George Koczvara

Title: Village Manager

Date: 9-14-23



# VILLAGE OF ORLAND PARK

14700 Ravinia Avenue  
Orland Park, IL 60462  
www.orlandpark.org

## Master

File Number: 2021-0539

File ID: 2021-0539

Type: MOTION

Status: PASSED

Version: 0

Reference:

Controlling Body: Board of Trustees

File Created Date : 07/14/2021

Agenda Entry: 167th Street Multi-Use Path, Steeplechase Parkway to 104th Street, Phase II - Final Design Engineering Services, Consultant Recommendation

Final Action: 07/19/2021

Title: 167th Street Multi-Use Path, Steeplechase Parkway to 104th Street, Phase II - Final Design Engineering Services, Consultant Recommendation

### Notes:

### Sponsors:

Res/Ord Date:

Attachments: Civiltech Contract, Civiltech Contract\_Exhibit A, Civiltech Contract\_Exhibit B, Civiltech\_Permit Costs Exclusion Letter

Res/Ord Number:

### Drafter:

Hearing Date:

### Department

Effective Date:

### Contact:

### Related Files:

## History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
0	Engineering Programs & Services	07/14/2021	INTRODUCED TO BOARD	Board of Trustees			
0	Board of Trustees	07/19/2021	APPROVED				Pass
			Aye: 6	Trustee Healy, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau			
			Nay: 1	Trustee Nelson Katsenes			

## Text of Legislative File 2021-0539

### Title/Name/Summary

167th Street Multi-Use Path, Steeplechase Parkway to 104th Street, Phase II - Final Design Engineering Services, Consultant Recommendation

### History

A Request for Qualifications (RFQ) was issued by the Village to consulting engineering firms for Phase II - Final Design Engineering Services for the 167th Street Multi-Use Path project from

Steeplechase Parkway to 104th Avenue. The RFQ was released on March 2, 2021, and responses were due on March 30, 2021. The Phase I - Preliminary Design Engineering Services were completed by V3 Companies and approved by the Illinois Department of Transportation (IDOT) in the second quarter of 2021. Since Federal funds will be used for Phase II - Final Design Engineering Services, the Quality Based Selection (QBS) process previously approved by IDOT and the Village Board of Trustees was used to complete the RFQ process. The QBS process requires that the consultants be selected based on qualifications only. The QBS process prohibits the Village from collecting professional engineering fees until all the firms who responded to the RFQ are ranked. The professional fees and scope of services can be negotiated only with the top-ranked firm. If the negotiations are not successful with the top-ranked firm, the negotiations can be initiated with the second-ranked firm, and so on until negotiations are successfully completed.

The following six (6) firms responded to RFQ:

1. Baxter and Woodman
2. Bowman
3. Civiltech
4. Robinson
5. Strand Associates
6. V3 Companies

Staff ranked the RFQ responses based on the following criteria:

1. Past Work Experience - 10%
2. Response to Project Challenges - 10%
3. Completeness and Project Understanding - 10%
4. Technical Qualifications and Approach - 10%
5. Design Schedule - 10%
6. Similar Project Experience - 20%
7. Project Manager and Team Experience - 30%

The following are ranks/scores for each firm:

- |                       |      |
|-----------------------|------|
| 1. Civiltech          | 93.7 |
| 2. V3 Companies       | 93.0 |
| 3. Strand Associates  | 91.7 |
| 4. Baxter and Woodman | 90.0 |
| 5. Robinson           | 85.7 |
| 6. Bowman             | 85.3 |

Based on the above rankings, staff negotiated the scope of services and professional fees with Civiltech. We successfully completed our negotiations and are recommending that Civiltech be approved as the consultant for Phase II - Final Design Engineering Services.

#### **Financial Impact**

The FY2021 Capital Budget allocated \$250,000.00 for this project. This includes \$200,000.00 from STP funds with \$50,000.00 as the Village match.

#### **Recommended Action/Motion**

I move to approve awarding 167th Street Multi-Use Path, Steeplechase Parkway to 104th Street, Phase II - Final Design Engineering Services contract to Civiltech in an amount not to exceed \$249,989.00.

And,

Authorize the Village Manager to execute all related contracts, subject to Village Attorney review.