

CLERK'S CONTRACT and AGREEMENT COVER PAGE

Legistar File ID#: 2022-0020

Innoprise Contract #: C22-0058

Year: 2022

Amount:

Department: Public Works

Contract Type: Master Service Agreement

Contractors Name: Williams Associates Architects LTD

Contract Description: Professional Mechanical, Electrical, and Plumbing (MEP) and Architectural Services
1. Exhibit B - Village Center Soffits, Windows, Caulking and Emerg. Ladders

Exhibit B

A-E FEE ITEMIZATION Date/Scope: Date of Estimate: 27-Apr-22

Project Title:	Contract #:	ECC:
Village Center Soffits, Windows, Caulking & Emergency Ladders	P.T.O. BASIC RATES	
Location: Village Center Campus	A-E Firm: Williams Architects	

SECTION A - DESIGN

Item	No of DWGS	Professional			Sub-Professional		
		Manhours	Rate	Cost	Manhours	Rate	Cost
1 Principal		30	243.00	7,290.00			
2 Project Manager		120	184.00	22,080.00			
3 Quality Control				0.00			
4 Civil Engineer				0.00			0.00
5 Traffic Engineer				0.00			0.00
6 Structural Engineer		40	180.00	7,200.00			0.00
7 Mechanical Engineer				0.00			0.00
8 Electrical Engineer		40	180.00	7,200.00			0.00
9 Architect		400	150.00	60,000.00			0.00
10 Landscape				0.00			0.00
11 Fire Protection Eng				0.00			0.00
12 Cost Estimator				0.00			0.00
13 Admin							0.00
14 Spec/Report Writer		20	202.00	4,040.00			0.00
15 Totals	0	650		107,810.00	0		0.00
16 Total Direct Labor (Professional and Sub-Professional)				(rounded)			107,810
17 Overhead	x		\$107,810				0
18 Total Direct Labor and Overhead							107,810
19 Profit	x		\$107,810				0
20 Total Fee for Design Services				of ECC			\$107,810

SECTION B - ENGINEERING SERVICES - REPRODUCTION - TRAVEL

1 Geotechnical & SubSurface Investigation	0
2 Topographic Survey	0
3 Field Investigation	5,000
4 Reproduction	5,000
5 Other Special Costs - Lift to Access Soffits (Allowance)	2,000
6 Travel	3,000
7 Total Fee for Engineering Services, Reproduction, and Travel	\$15,000

SECTION C - POST CONSTRUCTION AWARD SERVICES

	Manhours	Professional		Cost	Manhours	Sub-Professional		Cost
		Rate				Rate		
1 Post Award Design Support	140	150.00		21,000.00	0			0.00
2 Office Consultation/Submittal Review				0.00				0.00
3 As Built Drawing Preparation				0.00				0.00
4 Total Direct Labor								21,000
5 Overhead	0.00% x		\$21,000					0
6 Total Direct Labor & Overhead								21,000
7 Profit	0.0% Task Order		\$21,000					0
8 Total Direct Labor, OH, and Profit								21,000
					Mandays	Rate		Cost
9 OTHER								0
10 OTHER								0
11 OTHER								0
12 Total Fee for Post Construction Award Services								\$21,000

TOTAL FEE: DESIGN, ENGR. SVCS, REPRO, TRAVEL (SECTIONS A & B)	\$143,810
GRAND TOTAL FEE: DESIGN, ENGR. SVCS, REPRO, TRAVEL, AND PCAS	\$143,810

A-E Name:	Date:
Williams Architects	27-Apr-22
A-E Signature: 	

Approved and Accepted by:
Village of Orland Park

E-SIGNED by George Koczwaro
on 2022-05-18 20:04:05 GMT

George Koczwaro, Village Manager

Date: May 18, 2022

Village Center Soffits, Windows, Caulking and Emergency Ladders
Scope of Work – Project List 1
Project Construction Budget: \$2,260,000

The Selected Firm will provide bid drawings/specifications for exterior improvements for the (3) main buildings that make up the Village Center campus (Village Hall, FLC and Civic Center). Building improvements include:

- 1) the replacement of building soffits at Village Hall, FLC and Civic Center;
- 2) the replacement of damaged/broken exterior windows at Village Hall, FLC and Civic Center;
- 3) the re-caulking of all building exteriors at Village Hall, FLC and Civic Center; and
- 4) the installation of new escape ladders and windows **at Village Hall only**.

A/E scope of work (not including CA Services) shall be completed by May 31, 2022. * We anticipate this project's completion date may extend into 2023.

The Selected Firm will:

1. Create bid drawings/specifications for **soffit repairs** at Village Hall, Civic Center and FLC referencing drawings and studies previously created by Studio GC;
2. Create bid drawings/specifications for **caulking** Village Hall, Civic Center and FLC referencing drawings and studies previously created by Clayco;
3. Conduct field work and create drawings/specifications for **exterior window repairs**, many of which have broken seals;
4. Conduct field work and create drawings/specifications for **escape ladders/windows** and associated site work at Village Hall only. Structural specifications may be necessary. Information regarding the preferred escape ladder system and associated site work has been provided, although a comparable product would be acceptable;
5. Combine abovementioned drawings/specifications into a single Construction Document (CD) bid set;
6. Provide Construction Administration (CA) Services, including:
 - a. Participate in (1) Pre-Bid meeting and assist with responding to follow up questions;
 - b. Participate in (1) Pre-Construction Meeting prior to start of construction;
 - c. Act as Village's representative during the Construction Phase, advising and consulting accordingly;
 - d. Assist with ComEd, Nicor or other applicable rebate documentation and submissions;
 - e. Review the Contractor's Project Schedule, Submittal Schedule and Equipment Matrix and list of proposed subcontractors;
 - f. Assist the Village will project phasing/scheduling/milestone schedule for full project scope of work;
 - g. Perform bi-weekly (every two-weeks) site visits during construction to inspect / report on work progress;
 - h. Notify Owner and Contractor in writing of any work not in conformity with the CDs;
 - i. Monitor the Contractor's schedule for the construction phase work;
 - j. Review of shop drawings and submittals for conformance with CDs;
 - k. Review and respond to contractor RFIs and change order requests;
 - l. Prepare, assemble and distribute project punch list(s);
 - m. Determine the Dates of Substantial Completion and Final work observation;
 - n. Review Contractor's guarantees and warranties;
 - o. Review Contractor's record drawings, O&M instructions, and all other close-out documentation;
 - p. Review as-built documents for completeness at Substantial Completion and Final Completion.

AUTHORIZATION & SIGNATURE

Name of Authorized Signee: Williams Architects / Mark S. Bushhouse

Signature of Authorized Signee: 

Title: President / Managing Principal Date: 27 April 2022

* Please Note: The A/E Scope of Work can NOT be completed by 31 May 2022. We shall work with the Village of Orland Park to determine the Project Schedule, once the Project has been awarded.