



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

December 23, 2013

Village of Orland Park
14700 Ravinia Avenue
Orland Park, IL 60462

Attention: Kurt Corrigan, PE - Transportation and Engineering Manager

Subject: Proposal for Consulting Engineering Services
Review and Update the Land Development Code and Standard Details
Article 6, Part 4 Subdivision Standards
Village of Orland Park, Cook County, Illinois

Dear Mr. Corrigan:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit one original and one copy of this proposal for consulting engineering services related to the review and update of the Village of Orland Park Land Development Code and Standard Details.

Travis Parry, PE, our lead engineer in Orland Park, will be the contact person for this proposal. Travis can be reached at the above address or at (847) 980-5315 to answer any questions regarding this document.

We trust the information presented demonstrates our ability to provide the necessary engineering services for this project. CBBEL appreciates the opportunity to be considered for this work, and we look forward to continuing our working relationship with the Village of Orland Park.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chris Burke', followed by the word 'for' in a smaller, cursive script.

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

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PROPOSAL FOR CONSULTING ENGINEERING SERVICES

REVIEW AND UPDATE THE LAND DEVELOPMENT CODE AND STANDARD DETAILS; ARTICLE 6, PART 4 SUBDIVISION STANDARDS VILLAGE OF ORLAND PARK



DECEMBER 27, 2013



Branch Locations:

New Lenox
Peoria
Morris

Licensed States:

Illinois
Indiana

SUBMITTED BY:

THOMAS T. BURKE, PhD, PE
CHRISTOPHER B. BURKE ENGINEERING, LTD.
9575 W. HIGGINS ROAD, SUITE 600
ROSEMONT, IL 60018
847.823.0500
847.823.0520
TBURKE@CBBEL.COM

PROJECT TEAM

CBBEL's knowledge of Orland Park's code and details will enable us to accomplish the project without any learning curve. Having applied the code to reviews and projects over the last 10 years is a significant benefit. CBBEL staff that work on the Village's reviews will be responsible for update the code and details. For this assignment, CBBEL will provide the following professionals as the project team, whose resumes can be found in this section:

- **PROJECT MANAGER** – **THOMAS T. BURKE, PHD, PE** will be the Project Manager. Dr. Burke has over 22 years of experience in civil and water resources engineering and has managed similar code/ordinance related projects for Kane County, Will County, DuPage County, the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) and the Town of Dyer Indiana. Thomas will be responsible for the overall project management and QC/QA. He has worked with the Village since 2003.
- **STORMWATER** – **TRAVIS PARRY, PE, CFM** has been our primary contact in Orland Park since 2003 and will be for this project. Mr. Parry has intimate knowledge of the Village's Land Development Code and managed the review of over 250 public and private development projects in the Village since 2004 based on the code. Additionally, he is very familiar with the Village's stormwater management system and with the assistance of the Public Works Department has managed the Stormwater Improvement Program, which has designed and constructed over \$12 million in projects since 2004. Travis will be responsible for the review and language development of the stormwater sections of the code.
- **LIGHTING** – **JOHN CARUSO, PE** head of the CBBEL Mechanical/Electrical Engineering Department will be responsible for the review and update of the lighting section of the code. Mr. Caruso and his department are familiar with the current code having assisted with the review of public and private developments throughout the Village since 2004. Additionally, the Electrical Department staff includes Anthony DeRicco, PE, LEED AP and Katrina Ballado, PE, LEED AP, both of whom are Leadership in Energy and Environmental Design (LEED) accredited professionals.
- **STRUCTURAL** – **MAJID MOBASSERI, PHD, PE, SE** has assisted with the review of structural related issues for the Village since joining CBBEL in 2007. Dr. Mobasseri is familiar with the Village Land Development Code, as well as the International Building Code, and other regularly referenced structural design guidelines. He will be responsible for the development of the new component of the code being created to address structural items such as bridges, retaining wall, cell towers, etc.
- **MUNICIPAL** – **PAUL BOURKE, PE** has led the municipal review for Orland Park for the past 9 years and is very familiar with the Village's Land Development Code and its requirements. Mr. Bourke will assist with the review of the existing code, the review and addition of standard details and the creation of the new code sections.



PROJECT TEAM

- STANDARD DETAILS – **JASON SOUDEN, PE** and his staff have designed a number of projects for the Village and are familiar with the Village's staff and their expectations. As the head of the Civil Engineering and Design Department, Mr. Souden and his staff routinely utilize and develop standard details as needed for a variety of engineering design projects. Jason will assist with the review and updating of the existing standard details and the development of any additional details.



SIMILAR PROJECT EXPERIENCE

UNDERSTANDING OF ASSIGNMENT

Christopher B. Burke Engineering, Ltd. (CBBEL) understands that the Village of Orland Park is seeking a qualified consulting firm to perform a thorough review of the Land Development Code (Code) and Standard Details and develop new code language to address deficient or missing sections. The Subdivision Standards portion of the Development Regulations Article of the Village's Code covers the regulation of development throughout the Village and has not been updated for a number of years and contains incorrect or out-of-date information. The Village would like the qualified firm to perform a thorough review of Part 4: Subdivision Standards of the Code and provide them with the revisions needed to bring the Code in line with the Village's, and other regulatory agencies, current policies, practices and procedures. The Village would also like to create three new sections of the Code under the development standards to address areas that are currently severely deficient or lacking altogether. The new sections would address lighting, stormwater management and structural areas of development. Finally, the Village would like a thorough review and update of the standard construction details. Similar to the existing Code, the standard construction details have not been reviewed and/or updated in some time and contain incorrect or out-of-date information based on the Village's current development requirements.

SIMILAR PROJECT EXPERIENCE

CBBEL has performed similar services for a variety of clients that include Kane County, Will County, DuPage County, the Metropolitan Water Reclamation District of Greater Chicago, Elmhurst, and the Town of Dyer, Indiana. In 2011, CBBEL assisted the Town of Dyer with updating the Town's Stormwater Ordinance and also developing a Technical Guidance Manual as a companion document. In 2012 and 2013, CBBEL worked with Elmhurst in updating their stormwater requirements as it related to building requirements.

In 2012, CBBEL assisted DuPage County with a complete overhaul of the County Stormwater Ordinance to reflect the current and future development conditions throughout the County. The revised ordinance was developed with input from a Steering Committee made up of municipal engineers and County staff. The revised DuPage County Stormwater Ordinance can be found at the following website:

http://www.dupageco.org/EDP/Stormwater_Management/Regulatory_Services/1420/

Starting in 2011, CBBEL assisted the MWRDGC with the review and development of their proposed Watershed Management Ordinance (WMO). Specifically, CBBEL reviewed the draft versions of the WMO and provided suggested revisions to MWRDGC staff. Starting in 2013 and continuing through 2014, CBBEL is responsible for performing the final QA/QC on the adopted WMO, developing the Technical Guidance Manual (TGM) to accompany the newly adopted WMO, developing the necessary permit forms, and teaching the MWRD staff and consultants about the WMO and how properly prepare and submit permit applications. The proposed MWRDGC Watershed Management Ordinance can be found at the following website:

http://www.mwrd.org/pv_obj_cache/pv_obj_id_39254F631AB5D7B2312C9ABEECD6655853A25900/file_name/Final_WMO_10-03-13.pdf

Additional fact sheets related to the services provided for Kane and Will Counties are provided at the end of this section.

SIMILAR PROJECT EXPERIENCE

SCOPE OF SERVICES

Based on our experience with similar projects and the RFP, our Scope of Services and Fee is detailed below:

Task 1 – Existing Land Development Code Review and Update: CBBEL will review the appropriate sections of Part 4 of the existing Code for consistency with current standard engineering practices, the Village's policies and requirements, as well those of other regulatory agencies such as Cook and Will Counties, the Illinois Department of Transportation, the Illinois Department of Natural Resources, the United States Army Corp of Engineers, and others. CBBEL will provide the Village with revised and additional code language as needed to bring the Code in line with current standards and procedures.

Additionally, CBBEL will review the appropriate development sections of the code for compliance with the Americans with Disabilities Act.

Task 2 – New Code Development: CBBEL will develop three new Code sections to address deficient or missing sections from the current code. The three areas to be developed are lighting, stormwater management and structural. Although the current code has "street lighting" and "storm sewer" sections, these portions of the Code have not kept up with the pace of advancement in these areas of development. The new separate code sections will fully address all appropriate aspects including green technologies as they relate to stormwater management, i.e. low impact development, etc. and lighting, i.e. LEDs, etc.

The third new code section to be created will address the structural elements of development. This will include structural development associated with traditional development such as retaining walls, bridge structures, etc., as well as newer structural requirements associated with cell towers, water towers, and other similar structures. This section will incorporate existing codes utilized by the Village such as the International Building Code (IBC), as well as other Village department codes and requirements such as those associated with railings required on top of retaining walls.

Task 3 – Standard Details Update, Revisions and Additions: CBBEL will review and as needed revise all 43 of the Village's existing standard construction details. The review and revisions will bring the standard details up-to-date and in line with current Village requirements and practices. Additionally, if the review identifies any deficiencies or missing details, CBBEL will recommend and if needed, assist the Village with the development of additional details to address these issues.

Task 4 – Meetings and Coordination: CBBEL will coordinate with the appropriate Village Department and/or staff as needed throughout the review and revision process to make sure the revised code is consistent with current Village policy. CBBEL will also meet with the Village regularly to provide progress/status updates and be available to attend Board meetings as indicated in the RFP.

FEE

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

| TASK | DESCRIPTION | COST |
|------|--|------------------|
| 1 | Existing Land Development Code Review and Update | \$35,900 |
| 2 | New Code Development | \$15,700 |
| 3 | Standard Details Update and Revisions | \$11,100 |
| 4 | Meetings and Coordination | \$ 1,200 |
| | Total | \$ 63,900 |

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,



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

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

BY: _____

TITLE: _____

DATE: _____

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
JANUARY, 2013

| <u>Personnel</u> | <u>Charges*</u> <u>(\$/Hr)</u> |
|--|-----------------------------------|
| Principal | 240 |
| Engineer VI | 210 |
| Engineer V | 173 |
| Engineer IV | 138 |
| Engineer III | 125 |
| Engineer I/II | 102 |
| Survey V | 178 |
| Survey IV | 134 |
| Survey III | 130 |
| Survey II | 100 |
| Survey I | 78 |
| Resource Planner V | 112 |
| Resource Planner IV | 108 |
| Resource Planner III | 100 |
| Resource Planner I/II | 88 |
| Engineering Technician V | 150 |
| Engineering Technician IV | 137 |
| Engineering Technician III | 112 |
| Engineering Technician I/II | 97 |
| CAD Manager | 138 |
| Assistant CAD Manager | 126 |
| CAD II | 125 |
| CAD I | 98 |
| GIS Specialist III | 120 |
| GIS Specialist I/II | 67 |
| Landscape Architect | 138 |
| Environmental Resource Specialist V | 160 |
| Environmental Resource Specialist IV | 134 |
| Environmental Resource Specialist III | 114 |
| Environmental Resource Specialist I/II | 94 |
| Environmental Resource Technician | 90 |
| Administrative | 88 |
| Engineering Intern | 53 |
| Survey Intern | 53 |
| Information Technician III | 100 |
| Information Technician I/II | 67 |

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, 2013.

REFERENCES

We have included this list of clients currently being served by CBBEL for which we have provided various consulting engineering services including code/ordinance related projects. We encourage you to contact them.

John Murray, Senior Civil Engineer
Metropolitan Water Reclamation District
of Greater Chicago
100 E. Erie Street
Chicago, IL 60611
312.751.5600
john.murray@mwrddgc.dst.il.us

Paul Schuch, Director Water Resources
Kane County
Department of Water Resources
719 Batavia Avenue, Building A
Geneva, IL 60134
630.232.5930
schuchpaul@co.kane.il.us

Tony Charlton, Stormwater Director
DuPage County
421 N. County Farm Road
Wheaton, IL 60187
630.407.6698
acharlton@dupageco.org

Rick Eberly, Town Manager
Town of Dyer
Dyer Town Hall
One Town Square
Dyer, IN 46311
219.865.4223
reberly@townofdyer.com



Consulting Engineering Services
Review and Update the Land Development
Code and Standard Details
Village of Orland Park