



ORLAND PARK

RFP #25-023

Schussler Park Phase II Design and Engineering Services

PROJECT DETAILS

Overview

The Village of Orland Park is seeking proposals from qualified firms to provide design and engineering services for Phase II renovations/improvements of Schussler Park located at 14609 Poplar Rd., Orland Park, IL. Phase I construction was completed in 2024 allowing for the opening of the Michael Schofield III Athletic Complex. Phase I engineering documents are available if requested by the selected firm.

Phase II elements include: an all-inclusive playground, a 24'x48' picnic shelter, bike racks and site furnishings, a half basketball court, native plantings, signage, a Michael Schofield III/Kendal Coyne Schofield timeline/story walk, a sponsor recognition board and game table(s). The firms are welcome to include in their responses additional relevant and appropriate items. The Village may consider these items if they can be built within the available budget.

The all-inclusive playground is a Burke manufactured playground that has been designed and purchased through Play Illinois (See exhibits B & C). Design and engineering will include all elements necessary for the construction of this play structure, in addition to all other phase II design elements. In other words, the all-inclusive playground will be an owner provided item.

The Village has been awarded a \$600,000 Open Space Lands Acquisition and Development (OSLAD) grant by the Illinois Department of Natural Resources (IDNR) in support of phase II elements. The remaining funds will be provided by the Village.

Scope of Services

Based on the attached conceptual plan (Exhibit A), the engineering firm is expected to:

- Meet with Village staff and other personnel to gain a full understanding of the project elements, requirements, and existing conditions to support the production of a fully comprehensive set of construction and engineering documents which will be utilized to solicit a qualified General Contractor (GC).
- Identify and provide specifications for the final design, engineering, site furnishings including product options and material samples, landscaping, earth work, hardscapes, drainage, utilities, electrical, plumbing and all other elements necessary to support all phase II elements.
- Prepare documentation as necessary for proposed design improvements including cover sheet, existing conditions, demolition plans, storm water pollution prevention plans, grading and utilities plans, layout and materials plans, electrical and plumbing plans, landscape plans and all other plans necessary to support the construction of all phase II elements.
- Detail all playground (Exhibit B & C) installation specifications consistent with playground manufacturer requirements for use by GC to install playground.
- Identify, provide options and detail specifications of pour and play surfaces that complies with ADA requirements and permits full accessibility to all playground elements.



ORLAND PARK

RFP #25-023

Schussler Park Phase II Design and Engineering Services

- Prepare, submit and obtain all required permits including local municipality, and storm water permits.
- Prepare and deliver all necessary design and engineering documents that will be used by the Village to issue a Request for Proposals (RFP) to retain a General Contractor for the construction of all phase II elements.
- Provide a detailed, itemized cost estimate for all elements of phase II.
- Coordinate, lead, and provide agenda, relevant documents and post meeting minutes for bi-weekly project planning meetings.
- Participate in pre-bid meeting with prospective General Contractors.
- Assist with preparing answers to Requests for Information (RFI's) during the RFP process.
- Prepare and submit comments/answers from the Village's Development Services Department as a part of the petition application and approval process.
- Participate in Village Board meetings including presenting materials as required.
- Participate in the review and evaluation of proposals, and the selection of a General Contractor that will fully complete all phase II elements consistent with phase II construction and engineering documents. A written recommendation for GC selection would be required.

Construction and engineering documents are expected to contain full details of all project elements to allow the GC to develop a precise, accurately estimated proposal to successfully undertake and complete this project.

The expected start date is within the second quarter of 2025 with a desired completion date of December 1, 2025.

The Village will utilize an Open Space Lands Acquisition and Development Grant, as well local funding for the construction costs and construction observation services for this project. A separate RFP will be issued at a later date for construction observation services that may include one or more Village projects.

Existing Conditions

Schusser Park is a 21-acre park located at 14609 Poplar Rd., Orland Park, IL (see attached site photo, Exhibit D).

The park includes two full-size artificial turf football/soccer/lacrosse fields (portions of the field are constructed on Storm Trap storm water detention vaults), coaches' box,



ORLAND PARK

RFP #25-023

Schussler Park Phase II Design and Engineering Services

bleachers, restroom/storage building, a 4-acre newly dredged pond with outcroppings, sledding hill, baseball field, street and off-street parking.

The area in which phase II elements includes landscaping, sewer and general grading completed as a part of phase I.

PROPOSAL SUBMISSION / EVALUATION CRITERIA

Each proposal submitted to the Village of Orland Park shall include, without limitation, the following information:

1. **Operating History:** Provide background information on your company, including, but not limited to, the age of the business, the number of employees and pertinent financial data that will permit the Village to determine the capability of the vendor to meet all contractual requirements.
2. **Experience:** Describe the experience of the company and your involvement in projects of similar size and scope. Include the names of at least three (3) references and provide address and telephone information for each reference. By providing references, the vendor grants the Village permission to contact said references and ask questions regarding prior work performance.
3. **Project Team:** Provide specific names, titles, qualifications and similar experiences of the project team which will undertake the requirements detailed in this RFP. Include licenses, certifications, professional affiliations and all other information which demonstrates the expertise, experience and abilities of each project team member.
4. **Proposed Fee:** State the proposed fee utilizing the provided Summary Sheet. The Village is exempt from all Federal and State tax. Proposals must quote prices which do not include such tax.

Evaluation Requirements: The Village of Orland Park will evaluate proposals based on proposer's qualifications (15%), detail of proposal (15%), appropriateness of proposal in relation to the intent of the RFP (15%), project team's experience with similar projects of similar size and scope (20%), quoted proposal cost (25%) and any additional factors deemed relevant (10%).



ORLAND PARK

RFP #25-023

Schussler Park Phase II Design & Engineering Services

The Village reserves the right to waive minor informalities or irregularities in the proposals received, to accept any proposal deemed advantageous to the Village, or to reject any and all proposals submitted. Conditional proposal, or those which take exception to the Contract documents without prior written approval from the Village, may be considered non-responsive and may be rejected.

The Village may make such investigations as it deems necessary to determine the ability of the Proposer to perform the work in conformity with the Proposal and Contract documents, and the Proposer shall furnish to the Village all such information and data for this purpose as the Village may request.

LOCATION OF WORK AND SPECIFICATIONS:

Schussler Park, 14609 Poplar Rd., Orland Park, IL 60462

The Bid Specifications for RFP 25-023 are attached as *Exhibits A, B, C & D*

Exhibit A – Conceptual Plan

Exhibit B – Burke Playground

Exhibit C – Burke Playground Components

Exhibit D – Site Photo

It is expressly understood and agreed to by both Parties that in no event shall the total amount to be paid by the Village for the complete and satisfactory performance of services, exceed the proposed amount. Said price shall be the total compensation for Consultant's performance hereunder including, but not limited to, all work, deliverables, materials, supplies, equipment, sub-Consultant's fees, and all reimbursable travel and miscellaneous or incidental expenses to be incurred by Consultant. In the event the Consultant incurs cost in excess of the sum authorized for service, the Consultant shall pay such excess from its own funds, and the Village shall not be required to pay any part of such excess, and the Consultant shall have no claim against the Village on account thereof. For the avoidance of doubt, in no event shall Consultant be entitled to receive more than the proposed amount and this amount includes all costs incurred by Consultant in connection with the work and services authorized hereby, including, but not limited to: (i) any known or unknown and/or unexpected condition(s); (ii) any and all unforeseen difficulties; (iii) any unanticipated rises in the cost of labor, materials or equipment, changes in market or negotiating conditions, and errors or omissions made by others; (iv) the character of the work and/or services to be performed; and (v) any overrun in the time or cost necessary for the Consultant to complete the work due to any causes, within or beyond its control. Under no circumstances shall the Village be liable for any additional charges if Consultant's actual costs and reimbursable expenses for such work, service or deliverable exceed the proposed amount. Accordingly, Consultant represents, warrants and covenants to the Village that it will not, nor will Consultant have anyone on its behalf, attempt to collect an amount in excess of the proposed amount agreed to by the Consultant.