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January 6, 2010

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

Attn: Mr. Edward Wilmes
Director of Public Works

Re: Proposal for Engineering Design (Phase II) Services
U.S. Route 45 (LaGrange Road) Water Main - 144th Place to 157th Street

Dear Mr. Wilmes:

In response to your Department's request, MAI is pleased to present this Proposal to the Village of Orland Park for the design of approximately 6,800 feet of new or replacement 8-inch and 12-inch water main along LaGrange Road between approximately 144th Place and 157th Street, including connections to existing water mains. The design will include water main improvements in the locations described on the attached table which was provided by the Department. The Proposal, shown on the following pages, includes a brief summary of the major tasks that will be included in our Scope of Services for this work. The design documents are proposed to be included as part of the IOOT-funded U.S. 45 (LaGrange Road) improvements project, IOOT Job No. 0-91-569-08 (IOOT project).

We are proposing a lump sum fee for these professional design services of \$98,000. This proposal does not include design work necessitated by unforeseen conditions; extraordinary utility conflicts; and poor soils conditions. Any additional services requested by the Village that would result in a change of Scope will not commence unless given prior authorization. The Village will be invoiced monthly on the basis of percent complete.

Signature of the Village's authorized representative and return of one signed copy of this proposal to this office will constitute acceptance of this contract and serve as our notice to proceed. You may also return the signed copy by facsimile to the above listed number.

These services will commence immediately upon receipt of the notice to proceed and will be completed in conjunction with the IOOT project schedule. If you have any questions regarding this proposal, please contact the undersigned. Thank you for the opportunity to be of service.



Very truly yours,

McDONOUGH ASSOCIATES INC.

A handwritten signature in blue ink that reads "Rich Boehm".

Richard B. Boehm
Vice President

APPROVED BY
VILLAGE OF ORLAND PARK

Encls: Scope of Services, Water Main
Areas Sheet Exhibit

By: _____

Title: _____

cc: Feroz Nathani, MAI
Michael P. Hannemann, MAI
Al Swanson, MAI
File

Date: _____

SCOPE OF ENGINEERING DESIGN SERVICES
New and Replacement Water Main between 144th Place and 157th Street

1. Pre-design Phase Services:

- 1.1 Project Kick-Off Meeting - A project kick-off meeting will be held with Village personnel to: review and confirm the project scope, goals and objectives, including how the water main project could be included in the IOOT-funded U.S. 45 (LaGrange Road) improvements project, IOOT Job No. 0-91-569-08 (IOOT project); inspect the project site; and discuss any Village requirements.
- 1.2 Right-of-Way and Easement Information - All right-of-way and easement information will be obtained as needed, including information pertaining to the existing conditions as well as any proposed right-of-way accommodating the future IOOT project. Existing parcels along the project limits identified as part of the widening project will be reviewed.
- 1.3 Data Review - Village and other standards and details will be obtained as needed. Any prior information obtained by others (soils reports, parcel information, right-of-way information, etc.) will be evaluated and incorporated into the design as necessary.
- 1.4 Subsurface Utility Engineering Evaluation - SUE research will be performed as part of another project and no work of this nature is included in this proposal. Information regarding existing utilities, as well as any proposed utilities that will be obtained by others, will be reviewed and coordinated with the Village as well as other agencies presiding over utilities within the project limits.
- 1.5 Site Survey and Base-map Drawing Development - A topographic survey, including vertical and horizontal control established from existing Village reference points, will be provided by others and it will be utilized for the water main design.
- 1.6 Jurisdiction Agency/Organization Coordination - Agencies having jurisdiction over the proposed water main project will be contacted to alert them of the proposed improvements and to obtain any special requirements. This coordination will include Village departments, utility companies, IDOT and other roadway authorities, Illinois ONR, Illinois EPA, and other identified agencies and organizations



2. Design Phase Services:

- 2.1 Drawings - Preliminary plan and profile drawings will be prepared for the water mains, as well as preliminary drawing details. The preliminary drawings will be reviewed with Village personnel prior to proceeding into final design. Final drawings will then be prepared to include all items needed for bidding and construction. All plan and profile drawings and drawing details will be submitted to the Village for final approval once completed. Traffic control plan, erosion control plan and restoration details will be included in the roadway project documents. The drawings will then be finalized after Village approval. Drawings will be in Micro-Station format for compatibility with the proposed IOOT project.
- 2.2 Technical Specifications - An outline of technical specifications will initially be prepared, which will include the envisioned specification sections. The specifications will follow the special provisions format as established by the State and will comply with Village and permitting agency requirements. This information will be reviewed with Village personnel prior to proceeding with final specifications. Final specifications will be prepared to include all items needed for bidding and construction. Specifications will be in MS Word format.
- 2.3 Bidding and Procedural Documents - It is proposed that the water main work will be bid as part of the IOOT project and only minor changes to the Bidding and Procurement Documents have been included in this proposal.
- 2.4 Summary of Quantities - Quantities of construction items will be developed and a detailed summary of quantities drawing for the project will be prepared, following the State's format.
- 2.5 In-house Quality Control Reviews – MAI will conduct formalized quality control procedures for this project throughout the design, including formal review of deliverables, ensuring that the final design is cost effective, meets applicable sustainability requirements, and fulfills the Village's objectives.
- 2.6 Final Drawings and Special Provisions - The final drawings and special provisions will be furnished, in a sufficient number of sets, to the appropriate Village personnel for their use and reference, and if agreed, will be provided to the IOOT project team for incorporation into the IOOT project. MAI will also furnish the Village with electronic files of the documents on a CD-ROM.
- 2.7 Jurisdiction Agency Coordination and Permitting - Final drawings and special provisions will be submitted, along with the appropriate Village-signed permit application forms, to the Illinois EPA, the IOOT, and the Illinois DNR. For other agencies having jurisdiction, MAI will provide appropriate information to the Village to assist with the Village's permitting. MAI will revise the drawings and special provisions as required for securing agency approvals.
- 2.8 Meetings and Communications with Village - Besides the Kick-off Meeting, formal meetings will be scheduled and held with Village personnel at the 60% and 90% design points to obtain Village comments. Communications throughout the project will also be performed so the Village is aware of the project progress over the duration of the project.



2.9 Meeting with Property Owners - MAI will assist the Village with the preparation of necessary documents/exhibits for one meeting with affected property owners, will attend the meeting, and will participate as directed by the Village.

3. Bidding Phase Services:

Not included as part of this proposal.

PROPOSED SCOPE OF SERVICES AND FEE
Village of Orland Park, IL
U.S. Route 45 (LaGrange Road) Water Main - 144th Place to 157th Street

TASK DESCRIPTION		ESTIMATED HOURS
Pre-Design Phase Services		
Project Kick-off Meeting		16
Right-of-Way and Easement Information		16
Review Existing Information and Documents		28
Review & Coordinate Subsurface Utility Engineering Evaluation		22
Site Survey and Base-map Drawing Development (by Others)		0
Jurisdiction Agency/Organization Coordination		40
Design Phase Services		
Preparation of Drawings - 9 Plan and Profile Sheets		418
Preparation of Technical Specifications		104
Preparation of Bidding & Procedural Documents (by Others)		0
Summary of Quantities		34
In-house Quality Control Reviews		34
Furnish Final Drawings and Special Provisions		1
Jurisdiction Agency Coordination and Permitting		46
Meetings & Communications with Village		40
2.9 Public Meeting		44
Summary of Costs		
Estimated Labor Hours		843
Total Labor Cost	\$	96,058.00
Other Direct Costs		
Travel	\$	1,000.00
Inhouse Printing/Copying	\$	1,000.00
Outside Printing/Copying/Scanning	\$	500.00
Total Lump Sum Cost	\$	98,558.00
<i>USE</i>		<u>\$ 98,000.00</u>