


MEMORANDUM

DATE: September 13, 2010

TO: John Downs, Village Manager - Mokena
Russ Loebe, Village Manager - New Lenox
Paul Grimes, Village Manager - Orland Park
John Marquart, City Manager - Oak Forest

FROM: Scott R. Niehaus 
Village Manager

SUBJECT: Contract with Malcolm Pirnie, Inc. Engineering Due Diligence

Per our Mayoral meeting of August 11th, Bill Balling has worked with Malcolm Pirnie to identify the scope of their work moving forward. A detailed summary of the scope of work and the cost estimate is attached. The total new contract amount is not to exceed \$25,660.

Per our Intergovernmental Agreement, the Village of Tinley Park will administer all contracts. In accordance with Section I. C of the Intergovernmental Agreement, additional professional services beyond those supplied by WRB, LLC, may be contracted by Tinley Park with the written approval of all participating communities. That expense would be shared on a prorated basis per the formula in the IGA.

Prior to placing the Malcolm Pirnie contract on the Tinley Park Village Board agenda for execution, I am seeking your written approval to proceed.

Please contact me if you have any questions.

SRN:jc
Attachments
cc: Bill Balling, WRB, LLC