Village of Orland Park

Proposal

Professional Plan Review, Inspection and Support Services on an as Needed Basis

RFP # 21-021

April 23, 2021

WILLDAN

Cover Letter

April 23, 2021

Village of Orland Park
Office of the Village Clerk
14700 South Ravinia Ave, 2nd Floor
Orland Park, IL 60462

Subject: Proposal to Provide Professional Plan Review, Inspection and Support Services on an as Needed Basis RFP NO. 21-021

Dear Village Clerk:

Willdan Engineering is pleased to present this proposal to the **Village of Orland Park** to provide plan review and inspection services to the Village. Willdan has been a consistent industry leader for 57 years providing all aspects of municipal and infrastructure engineering, including **building and safety**, public works, public financing, planning, and construction management services. We are known as a pioneer in the building and safety industry and for having experienced certified staff. Our staff has exceptional customer service skills and extensive construction knowledge. In addition, many of our employees are currently teaching or have taught building and safety training classes. With over 200 employees in building and safety the diversity of our staff experience is an added value of our professional services along with having an office located in Chicago, Illinois.

Willdan Engineering (Willdan), a subsidiary of WGI, specializes in solutions tailored to the unique needs of municipalities and local government agencies. Our proposed project team listed here are current employees of Willdan, which shows our professional standards for all employees. We are prepared to hire additional employees who will best serve Orland Park should the contract be awarded to Willdan. Services range from full-time, in-house staffing to interim or part-time assistance depending on the jurisdictional needs. Willdan Engineering provides no private sector engineering services; therefore, there is **no conflict of interest.**

Willdan is able to offer practical solutions that are timely, cost effective, and that meet the needs of individual communities.

Mr. James Barrett, CBO, will serve as **Project Manager** and will be the principal contact for this assignment. Mr. Barrett has extensive experience in building and safety inspection, plan review, and code enforcement services and can be reached at 317.760.3142.

Willdan acknowledges the receipt of all addendums and the terms of the Village's Request for Qualifications and is not indebted to the Village, nor are we legally barred from performing the applicable services. There is no conflict of interest between the Village and Willdan Engineering.

Our approach to each assignment is to furnish the client with technical assistance and strong project management in a professional, efficient and economical manner. We are looking forward to providing services to the Village of Orland Park.

Respectfully submitted,
WILLDAN ENGINEERING

Patrick Johnson, P.E., CBO
Director of Building and Safety
pjohnson@willdan.com

James Barrett, CBO
Principal Project Manager
jbarrett@willdan.com

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A: Firm's Qualifications

Willdan Engineering

Willdan Engineering (Willdan), a Corporation and subsidiary of WGI, specializes in solutions tailored to the unique needs of municipalities and other local government agencies. Services range from full-time, in-house staffing to interim or part-time assistance on a project-by-project basis. While Willdan is based primarily in California, we have many offices that serve jurisdictions across the country. Our knowledge and experience with all codes is extendable across the Nation.

WILLDAN ENGINEERING SERVICES

- Building and Safety
- Structural Engineering
- Capital Program Management
- Construction Management/Inspection
- Development Services/Plan Review
- Environmental/Planning
- Flood Control Design
- Landscape Architecture
- Pavement Management
- City Engineering
- Survey/Mapping
- Traffic Engineering
- Transportation Engineering
- Water/Wastewater

Innovation

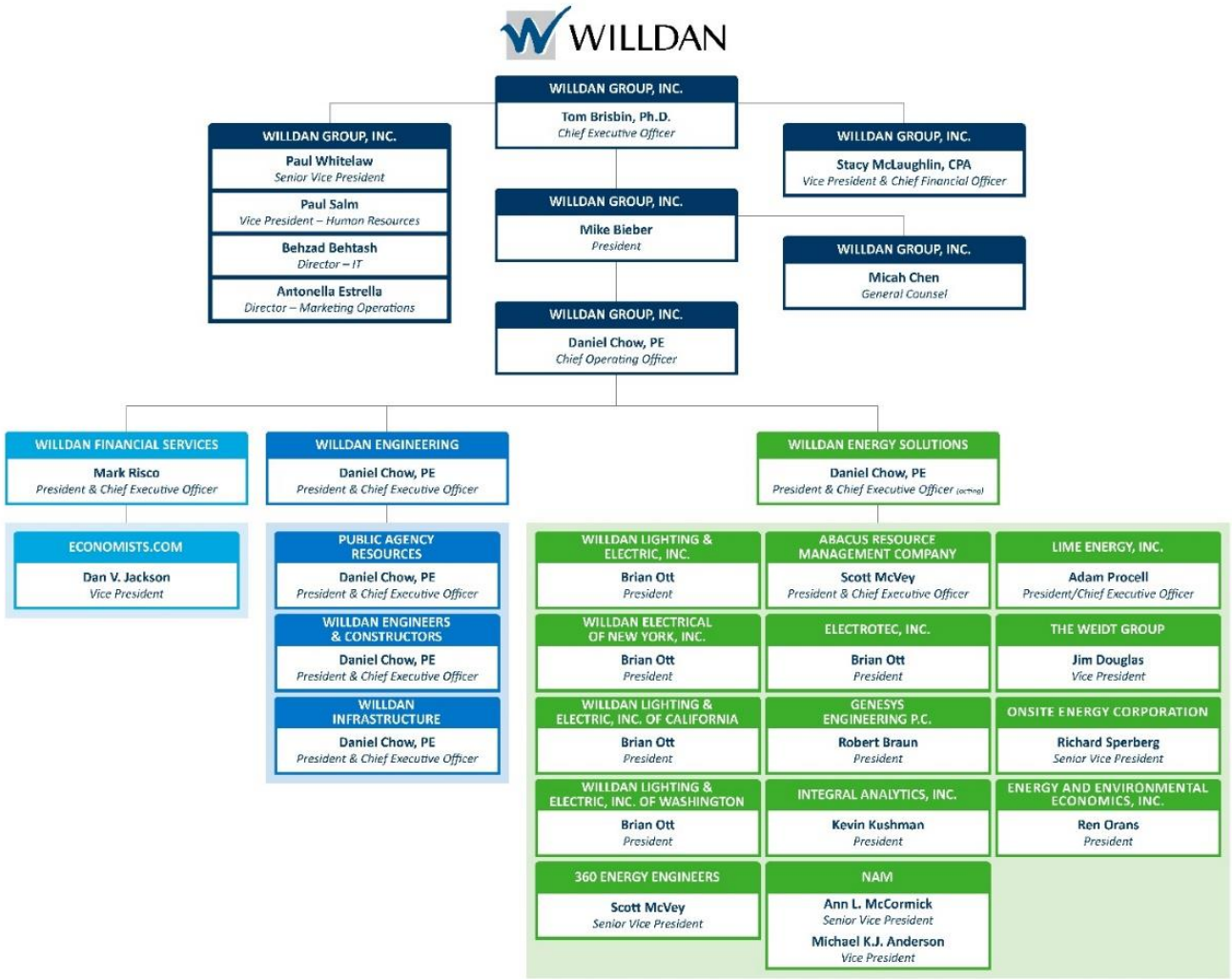
Willdan's understanding of public agency needs and issues is unique in the industry. In addition to the significant portion of our staff that have served in public agency management positions prior to joining Willdan, we have had numerous assignments for villages and counties to provide building officials, municipal engineers, planning directors, traffic engineers, and other public agency staff members. With our depth of experience, expertise, knowledge and resources, Willdan is able to offer practical solutions that are timely, cost effective, and that meet the needs of individual communities. The diversity of our staff experience is an added value of our professional services.

Since 1964, **Willdan Engineering** has helped revolutionize the way consulting services are provided by local offices. Our regional and satellite offices are strategically located to offer local, focused service to the varied demographics of our public agency customers. Willdan Engineering's lean organization enables staff to efficiently communicate individual project challenges and goals company-wide, thereby utilizing all of Willdan Engineering's resources to deliver the highest quality and most cost-effective product.

FINANCIAL STABILITY

Throughout our 57 years in business, Willdan has maintained a strong balance sheet with the financial and staffing resources to perform and complete all contractual obligations. We have continued to grow to better serve our clients by offering an expanding range of municipal services. Financial information, including information on revenue, earnings, and cash flow, are issued quarterly and can be found at www.willdan.com

Corporate Organization Chart



B: Services

Building and Safety Services

Because of our 57 years' experience of providing staff augmentation services, we are more than prepared to provide not only the best staff, but also the best service. With our vast experience serving multiple jurisdictions, we can easily comply with the variable code requirements of your jurisdiction. Our staff will be easily supervised by the Village Building Official and work with Village staff. Because of our experience with staff augmentation, we are understanding of the various workloads of the approximately 4,000 permits. We also understand the limits on the nearly 3,000 plan review time frames and nearly 12,000 inspections. Our plan review and inspection staff are trained in the 2018 IBC, 2018 IRC, 2012 IFC, 2018 IMC, 2018 IPMC, NEC 2017, the Illinois Plumbing Code, Illinois Accessibility Code, and local amendments. Willdan will be able to address and handle any needs presented by the Village.

Building and Safety Services

- Residential, Commercial and Industrial Plan Review
- Residential, Commercial and Industrial Inspection
- Fire Suppression Inspection/Plan Review
- Permit Technician
- Property Maintenance Inspection
- Building Official
- Disaster Recovery Services
- Development Permitting Process

Inspection and Plan Review staff will be available to meet with Village staff, builders, developers, and citizens to provide assistance and resolve any inspection issues that may arise. Inspectors shall attend and participate in required meetings with other Village inspection and plan review staff, property owners, contractors and/or design professionals.

Inspectors and Plan Review staff will review the permit package to verify that the on-site condition is consistent with the appropriate records for square footage, setbacks, heights, and other requirements that may be applicable. Inspectors will comply with the Village's procedures for reporting inspection results, use Village inspection correction forms, make appropriate entries onto the permit documents, and follow Village procedures prior to finalizing a building permit.

Willdan will verify that all inspection records, including daily records of what was inspected which will be recorded on the job card, and permit copy entered into the Village's Building and Safety computer system. We will employ such techniques as necessary to minimize delays to builders and provide helpful advice and counsel to builders, owners, engineers and architects as to enhance the orderly flow of the construction process yet maintaining an effective level of enforcement. Inspectors shall ensure that any construction changes are documented and approved by appropriate Village staff.

Willdan's experience and strength in building and safety encompasses the complete range of technical disciplines, including permit issuance, building inspection, grading inspection, accessibility inspection, hospital and medical facility plan check and inspection, flood zone experience, building plan review, and fire-life safety. The plan review staff maintain current certifications and attend training on a regular basis, to stay current with industry technologies and standards. Specific certifications and education are delineated in staff resumes herein.

Electronic Plan Review

Willdan has long had the ability to provide plan review services electronically, at no additional cost to the Village or applicants. The many advantages of our "tree-saving" electronic plan review process includes the elimination of the need for additional computer software or hardware–only an Internet connection is necessary. Electronic plan review services are provided at the request of the applicant or the agency we serve. Submittals are accepted in PDF format and reviewed in Bluebeam. Willdan will review plans and has the ability to transmit the redlined plans back to the applicant or designer via the website, along with the plan review comment sheet.

"Working with Willdan speeds up the installation of solar. They have quick and efficient plan reviews through an electronic review process. Complete Solar is happy to continue to work with Willdan on a regular basis."

Sarah Prado, Agent
Complete Solar

This service allows for on-line collaboration between the Village, designer and plans examiner to facilitate a complete understanding of plan review comments and can reduce shipping, printing and timelines for plan review processing for the applicant.

Our EPR portal also serves as an accurate log of all plans coming in and going out. Village staff will have full access to the site and will have the ability to check status, review redlines, comments, etc.

Electronic Plan Review is an excellent solution to ensure plan review services can still be offered/performed during this Covid-19 pandemic where paper submission and human contact are strongly discouraged.

PLAN REVIEW SCHEDULE

TYPE OF PROJECT	INITIAL REVIEW	SUBSEQUENT REVIEWS
Small Residential/ Small Commercial	7 working days	5 working days
Large Residential/ Large Commercial	10 working days	5 working days
Solar Plans	2 – 3 working days	1 – 2 working days
Fire Related	7 working days	5 working days
Expedited Review	5 working days	3 working days

C: Experience and Reference

Relevant Experience/References

Willdan has been providing jurisdictional services for 57 years and we have served large and small jurisdictions with populations from 8,000 to 250,000. Orland Park's population of 58,000 would be well served by Willdan. Our extensive experience enables us to adapt quite easily and efficiently to municipalities of all sizes.

COMPANY NAME:	**City of Lawrence**
ADDRESS:	9001 S 59th Street Lawrence, IN 46216
CONTACT PERSON:	Srikanath Venugopalan, Director of Engineering
EMAIL ADDRESS:	svenugopalan@cityoflawrence.org
TELEPHONE ADDRESS:	317.542.4480
DATES WORKED PERFORMED:	2019 - Present
SCOPE OF SERVICES:	Building Department Review, Building Inspection and Plan Review Services.

COMPANY NAME:	**Town of Whitestown**
ADDRESS:	6210 Veterans Dr. Whitestown, IN 46075
CONTACT PERSON:	David Taylor, Director of Building Department
EMAIL ADDRESS:	dtaylor@whitestown.in.gov
TELEPHONE ADDRESS:	317.942.1553
DATES WORKED PERFORMED:	2020 – Present
SCOPE OF SERVICES:	Building Plan Review Services.

COMPANY NAME:	**Town of McCordsville**
ADDRESS:	6280 W 800 N McCordsville, IN 46055
CONTACT PERSON:	Jack Spaulding, Building Official
EMAIL ADDRESS:	jspaulding@mccordsville.org
TELEPHONE ADDRESS:	317.355.3604
DATES WORKED PERFORMED:	2021 - Present
SCOPE OF SERVICES:	Building Plan Review Services.

COMPANY NAME:	**City of Loma Linda**
ADDRESS:	25541 Barton Rd. Loma Linda, CA 92354
CONTACT PERSON:	Konrad Bolowich, Assistant City Manager
EMAIL ADDRESS:	kbolowich@lomalinda-ca.gov
TELEPHONE ADDRESS:	909.799.2830
DATES WORKED PERFORMED:	1972 – Present
SCOPE OF SERVICES:	Building Official, Inspection, Plan Review Services.

COMPANY NAME:	**City of Banning**
ADDRESS:	99 E. Ramsey Banning, CA 92220
CONTACT PERSON:	Adam Rush 951.922.3131
EMAIL ADDRESS:	arush@banningca.gov
TELEPHONE ADDRESS:	951.922.3131
DATES WORKED PERFORMED:	1990-Present
SCOPE OF SERVICES:	Building Official, Inspection, Plan Review Services.

D: Qualifications of Team

Our proposed project team listed here are current employees of Willdan, which shows our professional standards for all employees. ***These employees will be support for this project, however we have employees waiting to be hired for this specific project. Our hiring will focus on Illinois experience and code knowledge as well as ICC certifications.***

Mr. James Barrett, CBO, will serve as **Project Manager** and will be the principal contact for this assignment. Mr. Barrett has extensive experience in building and safety inspection, code enforcement and plan reviewing responsibilities. His vast experience includes plan review and inspection of medical research facilities, multi-story office buildings, educational facilities, parking structures, retail outlets, single-family and multi-family residential developments. Mr. Barrett has been responsible for complete building and safety operations, that is, front counter operations, permit issuance, plan review, field inspection, and permit coordination with other municipal departments and agencies. **Mr. Barrett can be reached at 317.760.3142, or by email at jbarrett@willdan.com**

Individual résumés are located in the Appendix herein.

Team Member/Title	Registrations/Certifications	Service Provided
James Barrett, CBO Principal Project Manager	▪ ICC Building Official ▪ ICC Building Inspector	**Project Manager/Building Official**
Michael Stein	▪ Illinois Licensed Architect	**Plan Review**
Rod Carsey	▪ ICC Certified Plans Examiner	**Plan Review**
Brian Baker	▪ ICC Certified Plans Examiner ▪ ICC Certified Building Official ▪ ICC Certified Commercial Inspector ▪ ICC Certified Residential Combination Inspector	**Plan Review, Inspection**
Ed Carr	▪ ICC Certified Plans Examiner ▪ SBCCI Commercial Electrical Inspector	**Plan Review**
Gary Howard	▪ IL Certified Plumbing Inspector	**Inspection**
Charles Roy	▪ Nation Fire Academy Certified ▪ Chicago Fire Academy Certified ▪ ICC Certification Pending	**Fire Prevention Inspection**

E: Project Plan

Implementation

When it comes to serving the residents of the Village of Orland Park's community, Willdan sees our role as that of facilitator and guide. We understand that the process of complying with the Illinois Building Codes, standards, regulations and laws can be a formidable and daunting undertaking—for even the most seasoned design or construction professional. Furthermore, an understanding of the complexity associated with processing private development applications and the sometimes-competing interests is essential to exceptional customer service. Competing interests include, but are not limited to, creating a sense of place, achieving economic development objectives, ease of maintenance, and assuring the Village will be as satisfied with the infrastructure on day one as 20 years from "day one." Common sense decision making and technical analysis in interpreting the intent of regulatory guidelines are significant strengths Willdan staff brings to the Village's Development Services Department.

We recognize that the Village's departmental workload fluctuates. Willdan hires professionals in three categories – full-time, modified full-time, and part-time. Part-time staff may work up to 40 hours per week. Our proposed staff are qualified certified building inspectors. No subcontractors will be employed for these services**. *Willdan understands the need to hire and provide Building Department staff that has knowledge and experience with local and state codes. If selected, we will focus on providing the best Illinois code experienced staff.***

F: Exceptions

Willdan has no exceptions to the Scope of Work or other requirements of this RFP.

G: Cost Proposal

Willdan has listed its percentage fee schedule for plan review services based on the Village of Orland Park's Fee Schedule of Volume (cubic feet) as well as hourly rates. The option of percent of fee or an all-inclusive hourly rate, is for plan review only and per the jurisdiction's choice. Expedited plan review will be charged a 1.25 factor. Percent of fee plan review will be charged through three reviews including approval. Subsequent reviews, if required, will be charged based on our hourly rate schedule. Any overtime will be charged a 1.5 factor based on the hourly rates below for inspectors, permit technicians and building official services.

BUILDING PLAN REVIEW	WILLDAN PERCENTAGE*
Village Fee Schedule of Volume (cubic feet)	65% of fees collected

*Structural Only Plan Review = 45% of the Willdan fee
*Architectural/MEP Only Plan Review = 35% of the Willdan fee

SERVICE PROVIDED	HOURLY RATE
Building Non-Structural Plan Review	$90/hour
Building Structural Plan Review	$110/hour
Building Inspection	$80/hour
Permit Technician	$55/hour
Building Official	$115/hour
Health Inspection	$80/hour

Willan provides to the inspector, at no cost to cost to the Village:

- Vehicles
- Cell Phone
- Laptop
- Code Books
- Safety Equipment

Appendix A

- **Forms**
- **Résumés**

PROPOSAL SUMMARY SHEET

RFP 21-021

PROFESSIONAL PLAN REVIEW, INSPECTION AND SUPPORT SERVICES ON AN AS NEEDED BASIS

Business Name: Willdan Engineering

Street Address: 4147 N Ravenswood Avenue, Suite 300

City, State, Zip: Chicago, IL 60613

Contact Name: James Barrett

Title: Principal Project Manager

Phone: 317.760.3142 Fax: _____

E-Mail address: jbarrett@willdan.com

AUTHORIZATION & SIGNATURE

Name of Authorized Signee: Patrick Johnson

Signature of Authorized Signee: _____

Title: Director of Building & Safety Date: April 23, 2021

ORLAND PARK

CERTIFICATE OF COMPLIANCE

The undersigned Patrick Johnson, as Director of Building & Safety
(Enter Name of Person Making Certification) *(Enter Title of Person Making Certification)*

and on behalf of Willdan Engineering, certifies that:
(Enter Name of Business Organization)

1) **BUSINESS ORGANIZATION:**

The Proposer is authorized to do business in Illinois: Yes [X] No [ ]

Federal Employer I.D.#: 95-2295858
(or Social Security # if a sole proprietor or individual)

The form of business organization of the Proposer is (*check one*):

___ Sole Proprietor
___ Independent Contractor *(Individual)*
___ Partnership
___ LLC
_X_ Corporation California 1964
(State of Incorporation) *(Date of Incorporation)*

2) **ELIGIBILITY TO ENTER INTO PUBLIC CONTRACTS: Yes [X] No [ ]**

The Proposer is eligible to enter into public contracts, and is not barred from contracting with any unit of state or local government as a result of a violation of either Section 33E-3, or 33E-4 of the Illinois Criminal Code, or of any similar offense of "Bid-rigging" or "Bid-rotating" of any state or of the United States.

3) **SEXUAL HARRASSMENT POLICY: Yes [X] No [ ]**

Please be advised that Public Act 87-1257, effective July 1, 1993, 775 ILCS 5/2-105 (A) has been amended to provide that every party to a public contract must have a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4) and includes, at a minimum, the following information: (I) the illegality of sexual harassment; (II) the definition of sexual harassment under State law; (III) a description of sexual harassment, utilizing examples; (IV) the vendor's internal complaint process including penalties; (V) the legal recourse, investigative and complaint process available through the Department of Human Rights (the "Department") and the Human Rights Commission (the "Commission"); (VI) directions on how to contact the Department and Commission; and (VII) protection against retaliation as provided by Section 6-101 of the Act. (Illinois Human Rights Act). (emphasis added). Pursuant to 775 ILCS 5/1-103 (M) (2002), a "public contract" includes "...every contract to which the State, any of its political subdivisions or any municipal corporation is a party."

4) EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE: Yes [X] No [ ]

During the performance of this Project, Proposer agrees to comply with the "Illinois Human Rights Act", 775 ILCS Title 5 and the Rules and Regulations of the Illinois Department of Human Rights published at 44 Illinois Administrative Code Section 750, et seq. The

Proposer shall: (I) not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, or physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; (II) examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization; (III) ensure all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, or physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; (IV) send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Vendor's obligations under the Illinois Human Rights Act and Department's Rules and Regulations for Public Contract; (V) submit reports as required by the Department's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts; (VI) permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and Department for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and Department's Rules and Regulations for Public Contracts; and (VII) include verbatim or by reference the provisions of this Equal Employment Opportunity Clause in every subcontract it awards under which any portion of this Agreement obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as the other provisions of this Agreement, the Proposer will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the Proposer will not utilize any subcontractor declared by the Illinois Human Rights Department to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations. Subcontract" means any agreement, arrangement or understanding, written or otherwise, between the Proposer and any person under which any portion of the Proposer's obligations under one or more public contracts is performed, undertaken or assumed; the term "subcontract", however, shall not include any agreement, arrangement or understanding in which the parties stand in the relationship of an employer and an employee, or between a Proposer or other organization and its customers. In the event of the Proposer's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Human Right Act, or the Rules and Regulations for Public Contracts of the Department of Human Rights the Proposer may be declared non-responsible and therefore ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this agreement may be canceled or avoided in whole or in part, and such other sanctions or penalties may be imposed or remedies involved as provided by statute or regulation.

5) TAX CERTIFICATION: Yes [X] No [ ]

Contractor is current in the payment of any tax administered by the Illinois Department of Revenue, or if it is: (a) it is contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate Revenue Act; or (b) it has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.

6) AUTHORIZATION & SIGNATURE:

I certify that I am authorized to execute this Certificate of Compliance on behalf of the Contractor set forth on the Proposal, that I have personal knowledge of all the information set forth herein and that all statements, representations, that the Proposal is genuine and not collusive, and information provided in or with this Certificate are true and accurate. The undersigned, having become familiar with the Project specified, proposes to provide and furnish all of the labor, materials, necessary tools, expendable equipment and all utility and transportation services necessary to perform and complete in a workmanlike manner all of the work required for the Project.

ACKNOWLEDGED AND AGREED TO:

Signature of Authorized Officer

Patrick Johnson
Name of Authorized Officer

Director of Building and Safety
Title

April 23, 2021
Date

REFERENCES

Provide three (3) references for which your organization has performed similar work.

Bidder's Name: Willdan Engineering
(Enter Name of Business Organization)

1. ORGANIZATION: City of Lawrence
   ADDRESS: 9001S 59th St., Lawrence, IN 46216
   PHONE NUMBER: 317.542.4480
   CONTACT PERSON: Srikanath Venugopalan, Director of Engineering
   YEAR OF PROJECT: 2019 - Present

2. ORGANIZATION: Town of Whitestown
   ADDRESS: 6210 Veterans Dr., Whitestown, IN 46075
   PHONE NUMBER: 317.942.1553
   CONTACT PERSON: David Taylor, Director of Building Department
   YEAR OF PROJECT: 2020 - Present

3. ORGANIZATION: Town of McCordsville
   ADDRESS: 6280 W 800 N, McCordsville, IN 46055
   PHONE NUMBER: 317.355.3604
   CONTACT PERSON: Jack Spaulding, Building Official
   YEAR OF PROJECT: 2021 - Present

ORLAND PARK

INSURANCE REQUIREMENTS

Please submit a policy Specimen Certificate of Insurance showing bidder's current coverage's

WORKERS COMPENSATION & EMPLOYER LIABILITY
Workers' Compensation – Statutory Limits
Employers' Liability
$1,000,000 – Each Accident $1,000,000 – Policy Limit
$1,000,000 – Each Employee
Waiver of Subrogation in favor of the Village of Orland Park

AUTOMOBILE LIABILITY
$1,000,000 – Combined Single Limit

GENERAL LIABILITY (Occurrence basis)
$1,000,000 – Each Occurrence $2,000,000 – General Aggregate Limit
$1,000,000 – Personal & Advertising Injury
$2,000,000 – Products/Completed Operations Aggregate
Primary Additional Insured Endorsement & Waiver of Subrogation in favor of the Village of Orland Park

PROFESSIONAL LIABILITY
$1,000,000 Limit - Claims Made Form, Indicate Retroactive Date & Deductible

EXCESS PROFESSIONAL LIABILITY (Umbrella-Follow Form Policy)
$1,000,000 – Each Occurrence
$1,000,000 – Aggregate
EXCESS MUST COVER: Professional liability

Any insurance policies providing the coverages required of the Consultant, excluding Professional Liability, shall be specifically endorsed to identify "The Village of Orland Park, and their respective officers, trustees, directors, officials, employees, agents, representatives and assigns as Additional Insureds on a primary/non-contributory basis with respect to all claims arising out of operations by or on behalf of the named insured." If the named insureds have other applicable insurance coverage, that coverage shall be deemed to be on an excess or contingent basis. The policies shall also contain a Waiver of Subrogation in favor of the Additional Insureds in regards to General Liability and Workers Compensation coverages. The certificate of insurance shall also state this information on its face. Any insurance company providing coverage must hold an A VII rating according to Best's Key Rating Guide. Permitting the contractor, or any subcontractor, to proceed with any work prior to our receipt of the foregoing certificate and endorsement, however, shall not be a waiver of the contractor's obligation to provide all of the above insurance.

Proposer agrees that prior to any commencement of work to furnish evidence of Insurance coverage providing for at minimum the coverages and limits described above directly to the Village of Orland Park, Nicole Merced, Purchasing Coordinator, 14700 S. Ravinia Avenue, Orland Park, IL 60462. Failure to provide this evidence in the time frame specified and prior to beginning of work may result in the termination of the Village's relationship with the contractor.

ACCEPTED & AGREED THIS 23 DAY OF April, 2021

_____
Signature

Authorized to execute agreements for:

Patrick Johnson, Dir of Building & Safety
Printed Name & Title

Willdan Engineering
Name of Company

James Barrett, CBO

Project Manager/Primary Contact

Profile Summary

Education:	Riverside Community College-Construction Technology Mt San Jacinto Community College Engineering and Architectural Design National Education Center - Architectural Design
Registration:	ICC Building Official ICC Building Inspector
Experience:	30 Years

Mr. James Barrett, as Project Manager and Building Official for Building and Safety Services for Willdan Engineering, supervises field building inspection, plan review, public counter, code enforcement and construction management operations. His responsibilities encompass all new construction, inspection duties, abatement of substandard property, redevelopment projects, and Community Development Block Grant funded projects. Primarily, Mr. Barrett is responsible for establishing and maintaining Willdan's contract building departments in the Mid-West region. He has been a member of the Willdan team since 1997. Additionally, his accomplishments and responsibilities include:

Relevant Project Experience

Building Official for over 20 jurisdictions as well as a Code Enforcement Manager.
Project and Inspection Manager for the following projects for the Morongo Band of Mission Indians:

- Casino
- 22 Story Hotel
- 5 story parking structure

Project and Inspection Manager for Loma Linda University Centennial Complex 4 story state of the art medical training facility
Project and Inspection Manager for Loma Linda Academy Gymnasium and education complex
Project and Inspection Manager on the following projects for the California Energy Commission:

- Indigo Energy Facility/Wild Flower 135 mega watt peaker power plant, North Palm Springs
- Alliance Colton, two 40 mega watt Peaker plants

Project and Inspection Manager for the following projects at March Joint Powers Authority:

- DHL Distribution Center
- Fresh and Easy Food Processing and Distribution Center
- March Global Port, Jet "A" Fuel Farm

Performed plan review and inspection of medical research facilities, multi-story office buildings, educational facilities, parking structures, retail outlets, single-family and multi-family residential developments, warehousing, electric generation facilities and large assembly type buildings.
Provided ICC Preferred Provider training and has supervised up to 44 field and counter staff.
Prior to joining the Willdan team, Mr. Barrett served 11 years with the City of Banning as the Building Official/Code Enforcement Manager. In this position he was responsible for the day to day operations of the Building and Code Enforcement division.

Michael Stein, A.I.A.

Plans Examiner

Profile Summary

Education:	Tulane University, Masters of Architecture
Registration:	Illinois Licensed Architect
	AIA (American Institute of Architects)
Experience:	47 Years

Mr. Michael Stein has extensive knowledge of Illinois Codes because of more than 47 years of building experience ranging from draftsman to licensed architect. Most recently, Mr. Stein has been involved in many commercial and health care projects as a principal in an architect firm.

Relevant Project Experience

City of Highland Park, IL. Chairman and member of Design Review Commission.

Interwork Architects, Northbrook, IL. Owner/Principal Responsible for corporate, commercial and office projects, as well as firm growth.

OWPP Architects/ Cannon Design, Chicago, IL. Responsible for both public sector schools, police and municipal facilities projects as well as private health care projects.

Rod Carsey

Plans Examiner

Profile Summary

Education:	Reedley College, Reedley, CA Architectural Drawing and Surveying
Registration:	ICC Plans Examiner
Experience:	35 Years

Mr. Rod Carsey is a Willdan Engineering plans examiner with more than 35 years of engineering and construction experience, 20 of those years in Building and Safety plan review. Mr. Carsey is responsible for plan review of projects including university buildings, single and multi-family homes, industrial buildings, commercial warehouses, restaurants, motels, solar plans and numerous tenant improvements, ensuring compliance with the International Building, Plumbing, Mechanical, and Electrical Codes.

Relevant Project Experience

Building Plan Checker III Reviewed commercial, industrial and complex residential building plans for code compliance. Reviewed engineering analysis and reports. Generated plan check correction letters. Calculated permit fees and issue building permits. Assisted architects, engineers, contractors and the public with building plan and code inquiries. Assisted Chief Building Inspector with code interpretations and opinions pertaining to construction. Assisted in training the new building inspectors.

Building Plans Checker I/II Reviewed residential and light commercial projects for code compliance. Reviewed engineering analysis. Calculated permit fees and issued building permits. Assisted architects, engineers, contractors and the public with building plan and code inquiries. Assisted field inspection staff with code interpretations and opinions pertaining to construction.

Brian Baker

Plans Examiner/Inspector

Profile Summary

Education:	Ivy Tech Community College Business Administration
Registration:	ICC Plans Examiner ICC Residential Combination Inspector ICC Commercial Building Inspector ICC Certified Building Official
Experience:	25 Years

Mr. Brian Baker is a Willdan Engineering plans examiner with more than 30 years of construction experience, 25 of those years in Building and Safety plan review and Inspection. Mr. Baker is responsible for plan review of comprehensive commercial to minor residential remodels , ensuring compliance with the International Building, Plumbing, Mechanical, and Electrical Codes.

Relevant Project Experience

Senior Plan Reviewer, CBO Reviewed commercial and industrial building plans for code compliance of all disciplines. Held meetings with applicants to resolve issue conflicts. Generated plan check correction letters.

Monroe County Building Department – Plans Examiner/ Inspector Reviewed residential and light commercial projects for code compliance. Conducted in office meetings with applicants to resolve design issues. Performed on site consultations to address code conflicts. Received in office calls to address code questions.

Ed Carr, III

Plans Examiner

Profile Summary

Education:	Nashville State Technical Institute, Nashville, TN Associates Degree in Electrical Engineering Technology National Fire Academy, Three Certifications Draughon's Business College, Certificate of Architectural Drafting
Registration:	ICC Building Inspector ICC Building Plans Reviewer ICC Commercial Building Inspector ICC Residential Building Inspector ICC Commercial Electrical Inspector ICC Residential Electrical Inspector ICC Electrical Inspector SBCCI Commercial Electrical Inspector
Experience:	49 Years

Mr. Edward Carr has more than 49 years of building experience ranging from architectural designing to building inspection. Most recently, Mr. Carr served as a Plans Examiner for the State of Tennessee, and as Building Inspector for the City of Mt. Juliet, Tennessee.

Relevant Project Experience

State of Tennessee, Codes Enforcement, Nashville, Tennessee. Facility Construction Specialist FCSIII. Responsibilities include reviewing residential and commercial building plans and specifications for compliance with building codes for Life Safety, Fire Prevention and construction standards. He served as Electrical Committee chairman in 2007.

City of Mt. Juliet, Public Works, Mt. Juliet, Tennessee. Building Inspector. Responsibilities included inspecting residential and commercial buildings and alterations for compliance with plumbing, mechanical, electrical, and/or building codes. Recording and issuing permits as required by the codes and city ordinances.

Peterson & Associates, Nashville, Tennessee. Senior Electrical Designer/Project Manager. Designed electrical systems for commercial and institutional projects under the supervision of a licensed engineer. Developed specifications, cost estimates, and construction documents. Prepared CADD drawings and directed the work of CADD operators/draftsmen.

IC Thomasson & Associates, Nashville, Tennessee. Senior Electrical Designer/Project Manager. Designed electrical systems for commercial and institutional projects under the supervision of a licensed engineer. Developed specifications, cost estimates, and construction documents. Prepared CADD drawings and directed the work of CADD operators/draftsmen.

Gresham Smith & Partners, Nashville, Tennessee. Senior Electrical Designer/Project Manager. Designed electrical systems for commercial and institutional projects under the supervision of a licensed engineer. Developed specifications, cost estimates, and construction documents. Prepared CADD drawings and directed the work of CADD operators/draftsmen.

NJC, Inc., Nashville, Tennessee. Senior Electrical Designer/Project Manager. Designed electrical systems for commercial, institutional, and multi-family residential projects under the supervision of a licensed engineer. Developed specifications, cost estimates, and construction documents. Prepared CADD drawings and directed the work of CADD operators/draftsmen.

Gary Wallace Howard

Plan Reviewer/ Inspector

Profile Summary

Education:	Moraine Valley Community College
Registration:	Certified Plumbing Inspectors License IL Department of Public Health Water Quality/Plumbing Program Certified Plumbing Inspector
Experience:	48 Years

Mr. Gary Howard, performs field inspections and plan reviews. His responsibilities encompass commercial/residential building inspections and plan review.

Relevant Experience

Cook County. Coordinator for Task Force and Backflow Prevention Program. Performed residential and commercial plumbing plan review and inspection as well as issued permits. Initiated new programs for the Building and Zoning Department.

State of Illinois. Performed plumbing inspections and initiated new educational programs approved by the State.

Illinois Plumbing Inspectors Association. Past President

American Society of Sanitary Engineering. Member. Serving on the Product Standards Committee, and Professional Qualifications Committee.

Charles Roy

Fire Inspector

Profile Summary

Education:	National Fire Academy Chicago Fire Academy Northwestern University
Registration:	EMT Certification BLS Certification CPR Certification EMT Certification
Experience:	35 Years

Mr. Charles Roy performs fire inspections and plan review for both commercial and residential projects.

Relevant Project Experience

Chicago Fire Department. Started as Firefighter and promoted to Lieutenant, Captain, Battalion Chief, Deputy District Chief, Assistant Deputy Fire Commissioner and then to Deputy Fire Commissioner.