



Legislation Text

File #: 2013-0731, **Version:** 1

Title/Name/Summary

Planning Resources, Inc. Contract

History

Planning Resources provides professional and landscape architectural and planning services that include:

Landscape reviews and inspections of new developments.
Environmental reviews of detention pond landscape designs.
Wetland and Erosion Inspections and other planning services.

Over the past ten years, Planning Resources' hundreds of diligent reviews have resulted in landscape plans that meet or exceed Orland Park Codes and high standards. The numerous inspections performed ensure full compliance with Board approved plans before the Village grants full occupancy or releases a letter of credit. Generally, Planning Resources completes about 100 reviews and inspections a year.

Planning Resources bills the Village monthly for time and materials based on their current schedule of hourly rates. The services provided by Planning Resources can be split into two categories, services billed at the 'Village Rate' and services billed at the 'Developer Rate.' Services like landscape reviews and inspections that are related to a specific project are billed at the developer rate, which is higher than the village rate. The Village recoups the cost of these services by charging a flat landscape review and inspection fee that is due upon the petition of any new project. The Village reserves the right to charge additional fees to a developer if the project requires more than two inspections. Planning Resources charges the village rate for Village requested projects like code review, wetland consultation or landscape design.

In 2009 the Village Board approved a contract with Planning Resources, Inc. for an amount not to exceed \$50,929 per year. The contract auto-renewed every year but included options for termination of the contract. The Finance Department is drafting a new contract that would continue their services, but not increase the annual budgeted amount. The proposed contract will also automatically renew yearly for four years with the Village's option to terminate.

The 2009-2013 contract is attached for review but a new contract, with similar terms, is being drafted by Finance. Planning Resources has provided updated hourly rates, which are attached for review. This is now before the Development Services, Planning & Engineering Committee for consideration.

Development Services, Planning and Engineering Committee

On December 16, 2013, this item was reviewed by the Development Services & Planning Committee, recommended for approval and referred to the Village Board of Trustees for consideration.

Financial Impact

\$50,929 has been budgeted annually for this contract.

Recommended Action/Motion

I move to approve a contract for Planning Resources, Inc. for an amount not to exceed \$50,929 per year.