

---

---

**THE VILLAGE OF TINLEY PARK**

**Cook County, Illinois**

**Will County, Illinois**

---

---

**RESOLUTION  
NO. 2019-R-098**

---

---

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN  
THE VILLAGE OF TINLEY PARK AND MANAGEMENT PARTNERS, INC.  
TO FACILITATE A STRATEGIC PLANNING PROCESS**

---

---

**JACOB C. VANDENBERG, PRESIDENT  
KRISTIN A. THIRION, VILLAGE CLERK**

**CYNTHIA A. BERG  
WILLIAM P. BRADY  
WILLIAM A. BRENNAN  
DIANE M. GALANTE  
MICHAEL W. GLOTZ  
MICHAEL G. MUELLER  
Board of Trustees**

---

---

Published in pamphlet form by authority of the President and Board of Trustees of the Village of Tinley Park

**RESOLUTION NO. 2019-R-098**

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN  
THE VILLAGE OF TINLEY PARK AND MANAGEMENT PARTNERS, INC.  
TO FACILITATE A STRATEGIC PLANNING PROCESS**

**WHEREAS**, the Village of Tinley Park, Cook and Will Counties, Illinois, is a Home Rule Unit pursuant to the Illinois Constitution of 1970; and

**WHEREAS**, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have considered entering into an Agreement with Management Partners, Inc., a true and correct copy of such Agreement being attached hereto and made a part hereof as **EXHIBIT 1**; and

**WHEREAS**, the Corporate Authorities of the Village of Tinley Park, Cook and Will Counties, Illinois, have determined that it is in the best interests of said Village of Tinley Park that said Agreement be entered into by the Village of Tinley Park;

**NOW, THEREFORE, Be It Resolved** by the President and Board of Trustees of the Village of Tinley Park, Cook and Will Counties, Illinois, as follows:

**Section 1:** The Preambles hereto are hereby made a part of, and operative provisions of, this Resolution as fully as if completely repeated at length herein.

**Section 2:** That this President and Board of Trustees of the Village of Tinley Park hereby find that it is in the best interests of the Village of Tinley Park and its residents that the aforesaid "Agreement" be entered into and executed by said Village of Tinley Park, with said Agreement to be substantially in the form attached hereto and made a part hereof as **EXHIBIT 1**, subject to review and revision as to form by the Village Attorney.

**Section 3:** That the President and Clerk of the Village of Tinley Park, Cook and Will Counties, Illinois are hereby authorized to execute for and on behalf of said Village of Tinley Park the aforesaid Agreement.

**Section 4:** That this Resolution shall take effect from and after its adoption and approval.

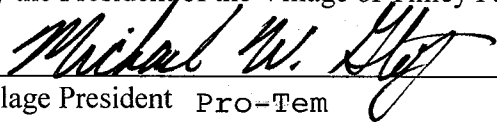
**ADOPTED** this 17<sup>th</sup> day of September, 2019, by the Corporate Authorities of the Village of Tinley Park on a roll call vote as follows:

**AYES:** Berg, Brady, Brennan, Galante, Glotz, Mueller


**NAYS:** None

**ABSENT:** Vandenberg

**APPROVED** this 17<sup>th</sup> day of September, 2019, by the President of the Village of Tinley Park.

  
\_\_\_\_\_  
Village President Pro-Tem

ATTEST:

  
\_\_\_\_\_  
Village Clerk

# **EXHIBIT 1**

## AGREEMENT

THIS AGREEMENT, made this 17<sup>th</sup> day of September, 2019, by and between the Village of Tinley Park, Illinois, (hereinafter referred to as the "Village"), and Management Partners, Inc., (hereinafter referred to as "Partners").

## RECITALS

WHEREAS, the Village is desirous of improving the efficiency and effectiveness of its operations, and

WHEREAS, Partners has unique knowledge of local governments, and a demonstrated ability to assist in accomplishing the objectives of Village; and

WHEREAS, Village desires to engage Partners to assist in the development of a strategic plan and Partners is willing to provide such services;

NOW THEREFORE, in consideration of the premises and mutual obligations herein, the parties hereto do mutually agree as follows:

1. **Scope of services.** Partners shall assist the Village by executing the project described in the supplemental memo proposal dated September 11, 2019, which is hereby incorporated herein by reference as Exhibit A in a satisfactory and proper manner in accordance with direction provided by the Manager, or his designee.
2. **Time of Performance.** Services of Partners shall be available upon receipt of an approved copy of this Agreement and shall be undertaken and completed in accordance a schedule of performance that is satisfactory to the Village.
3. **Compensation and Method of Payment.** Partners will invoice Village for services rendered as work is performed on the project, on the basis of the submission of invoices on a monthly basis. The total amount of payment in accordance with this agreement shall not exceed \$32,500, including expenses.
4. **Independent Partners.** Neither Partners nor its employees are considered to be employees of the Village of Tinley Park, for any purpose whatsoever. Partners is an independent contractor in the performance of the services herein described.
5. **Personnel.** Partners represents that it has, or will secure at its own expense, all personnel required in performing all of the services required under this Agreement. Such personnel shall not be employees of or have any contractual relationships with the Village. All the services required hereunder will be performed by Partners or under its supervision

and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such services.

6. **Discrimination Prohibited.** In performing the services required hereunder, the Partners shall not discriminate against any person on the basis of race, color, religion, sex, national origin or ancestry, sexual orientation, age, physical handicap, or disability as defined in the Americans With Disabilities Act of 1990, as now enacted or hereafter emended.

7. **Reports and Information.** At such times and in such forms as the Village may require, there shall be furnished to the Village such statements, records, reports, data and information, as the Village may request pertaining to matters covered by this Agreement. Unless authorized by the Village, the Partners will not release any information concerning the work product including any reports or other documents prepared pursuant to this Agreement until the final product is submitted to the Village.

8. **Establishment and Maintenance of Records.** Records shall be maintained by the Partners in accordance with applicable law and requirements prescribed by the Village with respect to all matters covered by this Agreement. Except as otherwise authorized by the Village, such records shall be maintained for a period of three (3) years after receipt of final payment under this Agreement.

9. **Assignability.** Partners shall not assign any interest in this Agreement and shall not transfer any interest in this Agreement (whether by assignment or novation), without the prior written consent of the Village thereto.

10. **Termination for Convenience of Village.** The Village may terminate this Agreement at any time by giving at least fifteen (15) days' notice in writing to Partners. If Partners is terminated by the Village as provided herein, Partners will be paid for the services actually performed to the time of termination.

11. **Construction and Severability.** If any part of this Agreement is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of this Agreement so long as the remainder of the Agreement is reasonably capable of completion.

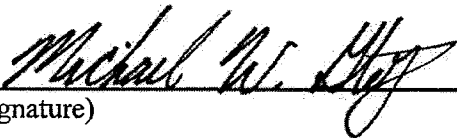
12. **Entire Agreement.** This Agreement contains the entire agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

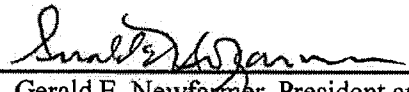
13. **Applicable Law.** This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Ohio, and the laws, rules and regulations of the Village of Tinley Park.

**IN WITNESS WHEREOF**, the Village and Partners have executed this Agreement as of the date first above written.

Village of Tinley Park, Illinois

**Management Partners, Inc.**

  
\_\_\_\_\_  
(signature)

  
\_\_\_\_\_  
Gerald E. Newfarmer, President and CEO

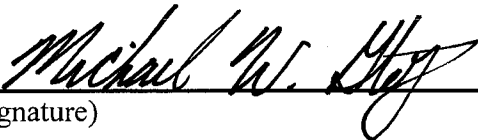
Village President pro-Tem  
\_\_\_\_\_  
Title

September 17, 2019  
\_\_\_\_\_  
Date

**IN WITNESS WHEREOF**, the Village and Partners have executed this Agreement as of the date first above written.

Village of Tinley Park, Illinois

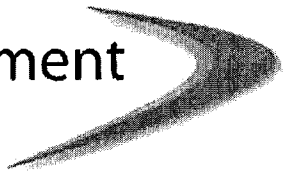
**Management Partners, Inc.**

  
\_\_\_\_\_  
(signature)

\_\_\_\_\_  
Gerald E. Newfarmer, President and CEO

Village President **Pro-Tem**  
\_\_\_\_\_  
Title

September 17, 2019  
\_\_\_\_\_  
Date



To: Mr. David Niemeyer, Village Manager  
Mr. Pat Carr, Assistant Village Manager/Director of EMA/911  
Communications  
Ms. Hannah Lipman, Management Analyst

From: Wayne Chapman, Regional Vice President

Subject: Village of Tinley Park Strategic Planning and Goal Setting Services

Date: September 11, 2019

**Introduction**

Management Partners is pleased to provide additional information to supplement our initial proposal and suggested activities to assist you and the Village Board with the development of a vision for the future and a results-oriented plan for success. Based on your interview with the project team and follow-up information provided to Jacquelyn McCray, we have developed a summary table of activities, hours, fees and the schedule for your consideration. The fee is based on 160 project hours and four onsite trips (a kickoff meeting and interviews with Village Board members, Village managers and directors; focus groups with the business community and Village employees; strategic planning workshops; and presentation of the strategic plan to the Village Trustees).

**Project Activities, Fee and Proposed Schedule**

We anticipate devoting 160 hours of staff time to complete work described in our proposal. The total fee is \$32,500, which includes all fees and expenses. The ultimate test of a quality project is that the client is pleased with the results, and we are committed to achieving that goal.

Activity	Hours	Fee
<b>1 – Start Project</b>	6	\$2,470
<b>2 – Gather and Analyze Information, Conduct Focus Groups with Business Community and Employees and Analyze Citizen Survey Results</b>	76	\$14,150
<b>3 – Provide Guidance for Environmental Scan Preparation</b>	4	\$620
<b>4 – Prepare for and Facilitate Strategic Planning Workshops</b>	39	\$8,705
<b>5 – Prepare Strategic Plan and Present to Village Board</b>	19	\$3,935
<b>6 – Prepare Draft Implementation Action Plan and Provide Support</b>	16	\$2,620
<b>TOTALS</b>	<b>160</b>	<b>\$32,500</b>



As mentioned during our interview, we are amenable to revising this approach based on your budget and concerns related to the timing of activities during the 2019 holiday season.

Activity	Schedule
<b>1 – Start Project</b>	Week of September 30
<b>2 – Gather and Analyze Information, Conduct Focus Groups with the Business Community and Employees and Analyze Citizen Survey Results</b>	Week of September 30 to Week of November 11
<b>3 – Provide Guidance for Environmental Scan Preparation</b>	Week of October 7 to Week of October 14
<b>4 – Prepare for and Facilitate Strategic Planning Workshops</b>	Week of October 21 to Week of November 25
<b>5 – Prepare Strategic Plan and Present to Village Board</b>	Week December 2 to Week of January 13
<b>6 – Prepare Draft Implementation Action Plan and Provide Support</b>	Week of January 20 and Ongoing

**Conclusion**

We have included a copy of the West Palm Beach strategic plan document as a sample of the project deliverable. I am available to speak with you, at your convenience, to discuss Management Partners’ proposal, activities, hours and fee. I can be reached at 513.861.5400 or wchapman@managementpartners.com.



STATE OF ILLINOIS        )  
COUNTY OF COOK        )     SS  
COUNTY OF WILL        )

CERTIFICATE

I, KRISTIN A. THIRION, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2019-R-098, **“A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND MANAGEMENT PARTNERS, INC.**

**TO FACILITATE A STRATEGIC PLANNING PROCESS”** which was adopted by the President and Board of Trustees of the Village of Tinley Park on September 17, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 17<sup>th</sup> day of September, 2019.

  
\_\_\_\_\_  
KRISTIN A. THIRION, VILLAGE CLERK