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**THE VILLAGE OF TINLEY PARK**

**Cook County, Illinois**

**Will County, Illinois**

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**RESOLUTION**

**NO. 2024-R-007**

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**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY  
PARK AND THE LAKOTA GROUP FOR HARMONY SQUARE INFRASTRUCTURE  
IMPROVEMENTS – CONSTRUCTION OBSERVATION & DESIGN ADD SERVICES  
PHASE**

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**MICHAEL W. GLOTZ, PRESIDENT  
NANCY M. O’CONNOR, VILLAGE CLERK**

**WILLIAM P. BRADY  
WILLIAM A. BRENNAN  
DENNIS P. MAHONEY  
MICHAEL G. MUELLER  
KENNETH E. SHAW  
COLLEEN M. SULLIVAN  
Board of Trustees**

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**RESOLUTION NO. 2024-R-007**

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND THE LAKOTA GROUP FOR HARMONY SQUARE INFRASTRUCTURE IMPROVEMENTS – CONSTRUCTION OBSERVATION & DESIGN ADD SERVICES PHASE**

**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 THE LAKOTA GROUP, 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**.

**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 6th day of February, 2024, by the Corporate Authorities of the Village of Tinley Park on a roll call vote as follows:

**AYES:** Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan

**NAYS:** None

**ABSENT:** None

**APPROVED** this 6th day of February, 2024, by the President of the Village of Tinley Park.

  
Village President

**ATTEST:**  
  
Village Clerk

## **EXHIBIT 1**

# **AGREEMENT WITH THE LAKOTA GROUP FOR HARMONY SQUARE INFRASTRUCTURE IMPROVEMENTS – CONSTRUCTION OBSERVATION & DESIGN ADD SERVICES PHASE**

January 23, 2024

**Harmony Square  
Construction Administration Services  
Tinley Park, Illinois**

1 E. Wacker Dr.  
Floor 27  
Chicago, Illinois 60601  
p 312.467.5445

thelakotagroup.com

**Professional Services Agreement between THE LAKOTA GROUP and THE VILLAGE  
OF TINLEY PARK**

**PROJECT UNDERSTANDING:**

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The Lakota Group (Lakota) is pleased to provide our professional landscape architectural services proposal to The Village of Tinley Park (Client) to assist with construction administration for Harmony Square in downtown Tinley Park.

It is our understanding that the overall process will be managed by Wegman/Cullen Construction Management to ensure coordination between the various private developments and the plaza. The goal of Construction Observation and Administration is to provide on-site review and observation of site/landscape construction related to the target area landscape construction package and related specifications to observe that the plan intent is adhered to by the selected contractor(s). This proposal is based on the construction administration process beginning in April 2024 through February 2025, with the potential that some landscape features may be completed in Spring of 2025.

Our team will strive to maintain a ten day review period for all submittals and five days for RFIs.

**PROJECT SCOPE:**

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Lakota will perform the following tasks/responsibilities as outlined below:

**CONSTRUCTION ADMINISTRATION, OBSERVATION, AND CLOSE-OUT**

▪ **ADMINISTRATION**

- Conduct a pre-construction meeting with Client and contractor to review:
  - Contractor mobilization and staging
  - Contractor schedules
  - Contractor submittals
  - Responsibilities
  - Communications
  - Payment procedures
- Provide interpretations and clarifications for the construction documents as needed.
- Review and approve submittals, including samples of materials and shop drawings, and assess change order requests.
- Review and respond to contractor's requests for information.
- Review contractor's request for payments.
- Review testing procedures and data provided by independent testing services.
- Attend weekly construction meetings with Contractor and Village.

- **OBSERVATION**

- Provide on-site observation of site construction. Visit site at intervals appropriate to the stage of site/landscape construction to review construction methods (Assumes a total of 15 site visits).
- Make visits to plant nurseries located by landscape contractor to approve selected plant materials (Assumes 4 visits to various nurseries).
- Make written reports regarding site construction progress.

- **CLOSE-OUT**

- Conduct a final on-site observation/inspection of site construction with Village.
- Prepare a final punch list prior to final acceptance of job.
- Review contract close-out submittals including, but not limited to:
  - Operating and maintenance manuals
  - As-built record drawings
  - Labor and material lien waivers
  - Payment applications
- Establish final acceptance.
- Prepare final payment recommendations regarding the contractor's request for acceptance of substantially or finally completed work.

The Lakota Group will manage the performance of our own work through the term of the contract by providing General Project Administration. This includes, but is not limited to:

- **COMMUNICATIONS**

- Coordinate and prepare for meetings and summarize highlights from each meeting.
- Attend public forums identified.
- Collect and disseminate communications from subconsultants and other parties.
- Coordinate regularly with Client representative.

- **SCHEDULES**

- Coordinate subconsultants based on upcoming construction activities and schedule.

- **STAFFING**

- Select and assign staff members and subconsultants to appropriate tasks and services.
- Prepare and administer subconsultant agreements.

## **PROJECT TERMS:**

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The above services will be provided on an hourly rate basis with a not to exceed fee of **\$112,895** per the firm's current rates, plus reimbursable expenses.

Total Estimated Fees are as follows:

**Construction Administration Fees:**

The Lakota Group:	\$ 101,095
Fountain Technologies:	\$ 5,000
Hines, Inc.	\$ 6,800
Expenses:	\$ 2,600
<b>Total:</b>	<b>\$115,495</b>

Any additional services requested of Lakota beyond those listed above will be conducted on an hourly basis and billed according to Lakota's current billing rates. If requested, a fee estimate will be provided for a task or an assignment based on a defined work scope.

**Lakota Hourly Billing Rates (2024):**

President	\$360
Principal	\$315
Associate Principal	\$275
Vice President	\$240
Senior Associate	\$210
Project Planner/Designer/Manager	\$200
Planner/Urban Designer/Landscape Architect	\$145-\$160
Research/Operations Staff	\$105

Reimbursable expenses will be billed at 1.1 times direct expense to cover administration and will include:

- ***Travel*** for field work/site visits to review landscape installation
- ***Delivery*** (postage/messenger/express)
- ***Copying/Reproduction/Computer Plots***
- ***Renderings/3D Models*** (if requested by client)
- ***Miscellaneous*** (municipal documents, special reports, data)

**ADDITIONAL TERMS**

This proposal does not include the following tasks:

- Civil, environmental, structural, or MEP engineering (by others)
- Architectural design (by others)
- Additional Client meetings or Village presentations not outlined above

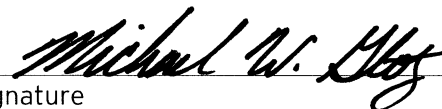
Professional fees and expenses will be billed monthly for work completed.

Either party may terminate this agreement 15 days after written notice. Lakota shall be compensated for all services performed up to this date.

Please indicate acceptance of this agreement by signing one copy and returning it to our office listed above. Lakota will begin work after receiving written authorization to proceed via mail or email.

***The Lakota Group appreciates the opportunity to provide The Village of Tinley Park with Professional Design Services.***

  
\_\_\_\_\_  
Scott Freres, PLA, ASLA  
President  
The Lakota Group

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Michael W. Glotz  
Printed Name

\_\_\_\_\_  
Village President  
Title

\_\_\_\_\_  
February 6, -2024  
Date

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

CERTIFICATE

I, NANCY M. O’CONNOR, 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. 2024-R-007, “**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND THE LAKOTA GROUP FOR HARMONY SQUARE INFRASTRUCTURE IMPROVEMENTS – CONSTRUCTION OBSERVATION & DESIGN ADD SERVICES PHASE,**” which was adopted by the President and Board of Trustees of the Village of Tinley Park on February 6, 2024.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 6<sup>th</sup> day of February, 2024.

  
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VILLAGE CLERK