
THE VILLAGE OF TINLEY PARK

Cook County, Illinois

Will County, Illinois

RESOLUTION

NO. 2024-R-008

**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY
PARK AND CHRISTOPHER B. BURKE ENGINEERING, LTD. FOR HARMONY SQUARE
INFRASTRUCTURE IMPROVEMENTS – CONSTRUCTION OBSERVATION & DESIGN
ADD SERVICES PHASE**

**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**

RESOLUTION NO. 2024-R-008

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND CHRISTOPHER B. BURKE ENGINEERING, LTD. 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 Christopher B. Burke Engineering, Ltd., 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 CHRISTOPHER B. BURKE ENGINEERING, LTD. FOR HARMONY SQUARE INFRASTRUCTURE IMPROVEMENTS – CONSTRUCTION OBSERVATION & DESIGN ADD SERVICES PHASE



CHRISTOPHER B. BURKE ENGINEERING, LTD.

16221 W. 159th Street Suite 201 Lockport, Illinois 60441 TEL (815) 770-2850

January 9, 2024

Revised January 23, 2024

Village of Tinley Park
Public Works Department
7980 W. 183rd Street
Tinley Park, IL 60477

Attention: John Urbanski – Public Works Director

Subject: Professional Engineering Services Proposal
Harmony Square Downtown Plaza Development
Construction Engineering Services
Tinley Park, Illinois

Dear Mr. Urbanski:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to provide this proposal for professional construction engineering services for the Harmony Square Plaza Development and adjacent Townhome Development. These services will include construction engineering assistance for the Harmony Square Civil/Site work, Dry Utility Relocation, Site Electrical/Lighting and the Townhome Development Street Lighting. Included below is our Understanding of the Assignment, Scope of Services and Estimate of Fee.

UNDERSTANDING OF THE ASSIGNMENT

CBBEL understands the Village of Tinley Park is undertaking the construction of their Downtown Harmony Square Plaza project. The proposed improvements are based on design drawings prepared by Lakota, Tria, CBBEL and their subconsultants. The project will include the construction of a new public plaza area that includes a Stage/storage building, VIP building, Hospitality Building, event lawn, temporary ice rink using synthetic ice, holiday tree, water feature, gateway pergola, and various temporary and permanent structures. The project will also include the reconstruction of 173rd Street from Oak Park Avenue to 67th Court and the extension of 67th Court from 173rd Street to North Street. The Harmony Square improvements are generally bound by Oak Park Avenue to the west, 173rd Street to the north, 67th Court to the east and North Street to the south. CBBEL understands that the Village has hired RC Wegman to manage and oversee the construction of the Harmony Square Plaza, 173rd Street and the 67th Court extension.

In addition, a new Townhome Development will be built by Westpoint Builders between 67th Court, 172nd Street, 67th Avenue and 173rd Street. CBBEL is currently designing street lighting improvements within Village right-of-way around the Townhome Development.

CBBEL is also designing/coordinating Dry Utility Relocation throughout the Harmony Square and Townhome Development project limits which will include undergrounding existing aerial ComEd, AT&T, and Comcast facilities within the Harmony Square and Townhome Development project limits.

It is CBBEL's understanding that the contract plans prepared specifically by CBBEL will be the basis of our Construction Engineering Services scope. We will provide construction services relating to the Harmony Square Civil/Site work, Dry Utility Relocation, Site Electrical/Lighting and Townhome Development Street Lighting.

CBBEL has developed the following Scope of Services consistent with the Understanding of the Assignment identified above.

SCOPE OF SERVICES

The Scope of Services was prepared based on our knowledge of the project and the procedures and requirements for similar projects in which CBBEL has undertaken for the Village. The project includes the following identified tasks:

Task 1- RFI Assistance: CBBEL will review Contractor's Requests for Information (RFI's) during construction and provide clarification(s) and/or modifications related to the intent of the Contract Documents. Separate phases of this task will be provided for RFI Responses related to the individual construction scopes: Civil/Site, Dry Utility Relocation, Site Electrical/Lighting and the Townhome Development Street Lighting. CBBEL will provide responses to RFI's within 5 business days of receiving each request.

Task 2 – Shop Drawing Review: Under this task CBBEL will perform the following duties:

- Log all Contractor data received and maintain a log book of shop drawings and submissions so as to track the status of submittals.
- Review Contractor's submittals for compliance with the intent of the Contract Documents.
- Prepare shop drawing review correspondence providing Contractor and Village with our review comments and if submittals comply with intent of Contract Documents.

Separate phases of this task will be provided for the Shop Drawing Review related to the individual construction scopes: Civil/Site, Dry Utility Relocation, Site Electrical/Lighting and the Townhome Development Street Lighting. CBBEL will review shop drawing submittals and provide comments within 10 business days of receiving shop drawing submittals.

Task 3 – Construction Observation: As requested by the Village, CBBEL will perform periodic site visits to inspect the Civil/Site improvements and prepare a construction progress report that will include project progress updates, photos and other important changes since the last site visit. CBBEL assumes 8 hours per visit for 16 site visits made while the Civil/Site work is ongoing.

In addition to the Civil/Site work above, CBBEL will provide Resident Engineering services for the Dry Utility Relocation, Harmony Square Site Electrical/Lighting and Townhome Development Street Lighting. CBBEL estimates 16 hours/week for 25 weeks for the Dry Utility Relocation, 16 hours/week for 28 weeks for the Site Electrical/Lighting, and 16 hours/week for 6 weeks for the Townhome Development Street Lighting. The Resident Engineer (RE) will perform the following duties:

- Notify the Village of deficiencies, deviations or substitutions. With the notification, provide the Village with an opinion for acceptance or denial, and request direction from the Village regarding the deviation or substitution.
- Advise the Village when disapprovals may be necessary due to failing to conform to the Contract Documents.
- Provide office support to the Resident Engineer related to interpretation of Contract Documents.
- Maintain office files of project correspondence.
- When present on site, observe the progress and quality of the executed work and determine if the work is proceeding in accordance with the Contract Documents. The Resident Engineer will keep the Village informed of the progress of the work.
- Serve as the Village's liaison with the Contractor working principally through the Contractor's field superintendent.
- Attend construction conferences when on site.
- Review Contractor's procedure for maintaining record drawings and field changes which may occur during the course of work.
- Maintain orderly files for correspondence, reports of job conferences, shop drawings and other submissions, reproductions or original Contract Documents including all addenda, change order and additional drawings issued subsequent to the award of the contract.
- Record the names, addresses and phone numbers of all contractors, subcontractors and major material suppliers in a field diary.
- For days in which the RE is present on site, keep a daily report book, which shall contain a daily report, weather conditions, list of visiting officials, daily activities, job decisions and observations as well as general and specific observations and job progress.
- Prior to final walk through, submit to the Contractor a list of observed items (punch list) requiring correction.
- Verify that punch list items have been addressed and corrections have been made.
- Coordinate and conduct the final walk through with the Village, prepare a final punch list (if required).
- Verify that all the items on the final punch list have been corrected and make recommendations to the Village concerning acceptance of the project.
- Except upon written instructions of the Village, the Resident Engineer shall not authorize any deviation from the Contract Documents.
- Determine if the project has been completed in accordance with the Contract Documents and that the Contractor has fulfilled all of their obligations.

Separate phases of this task will be provided for Construction Observation related to the individual construction scopes: Civil/Site, Dry Utility Relocation, Site Electrical/Lighting and the Townhome Development Street Lighting.

Task 4 – Material Testing (Geocon Professional Services, LLC): Material Testing and Inspection will be provided by our subconsultant Geocon Professional Services, LLC. Services will include:

- Proportioning and testing of concrete mixtures in accordance with the "Manual of Instructions for Concrete Proportioning and Testing" issued by the Bureau of Materials and Physical Research, of IDOT and promptly submit reports on forms prepared by said Bureau.
- Subgrade/Subbase inspection and testing (Dynamic Cone Penetrometer)

The material testing included in this proposal is only intended for the Civil/Site work within the limits of the plaza, the 173rd Street right-of-way (Oak Park Avenue to 67th Court) and the 67th Court right-of-way (173rd Street to North Street).

Task 5 – Project Meetings and Coordination: This task will include project coordination, administration and management necessary to oversee and direct all CBBEL disciplines and coordinate with the project team throughout construction.

In addition, CBBEL will provide consultation including attendance at group meetings or conference calls with the contractor(s), other consultants, municipal staff, and governmental agencies to properly advise the Village of the engineering concerns. Six meetings are included in this task. Additional meetings will be billed on a time and material basis.

ESTIMATE OF FEE

TASK	FEE
1 RFI Assistance	
1.1 Civil/Site	\$ 6,800
1.2 Dry Utility Relocation	\$ 6,440
1.3 Site Electrical/Lighting	\$ 8,400
1.4 Townhome Development Street Lighting	\$ 2,100
2 Shop Drawing Review	
2.1 Civil/Site	\$ 4,080
2.2 Dry Utility Relocation	\$ 12,880
2.3 Site Electrical/Lighting	\$ 15,200
2.4 Townhome Development Street Lighting	\$ 6,100
3 Construction Observation	
3.1 Civil/Site	\$ 21,760
3.2 Dry Utility Relocation	\$ 64,400
3.3 Site Electrical/Lighting	\$ 78,400
3.4 Townhome Development Street Lighting	\$ 16,800
4 Material Testing (Geocon Professional Services, LLC)	\$ 4,482
5 Project Meetings and Coordination	\$ 8,624
Direct Costs	\$ 8,500
TOTAL	\$ 264,966

Based on the above Scope of Services, our Not-to-Exceed Fee is **\$264,966**.

We will bill you at the hourly rates specified on the attached Schedule of Charges and establish our contract in accordance with the Agreement for Professional Services between the Village of Tinley Park and CBBEL that is already on file. Please note that any requested meetings or additional services are not included in the preceding fee estimate and will be billed at the hourly rates.

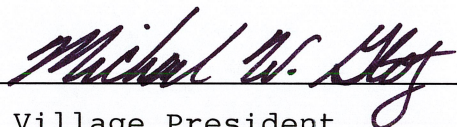
Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. If you have any questions, please feel free to contact us anytime.

Sincerely,


Michael E. Kerr, PE
President

Encl. Standard Charges

THIS PROPOSAL AND SCHEDULE OF CHARGES ACCEPTED FOR THE VILLAGE OF TINLEY PARK:

BY: 
TITLE: Village President
DATE: February 6, 2024

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CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
APRIL, 2020

<u>Personnel</u>	<u>Charges*</u> <u>(\$/Hr)</u>
Principal	275
Engineer VI	251
Engineer V	208
Engineer IV	170
Engineer III	152
Engineer I/II	121
Survey V	229
Survey IV	196
Survey III	172
Survey II	126
Survey I	100
Engineering Technician V	198
Engineering Technician IV	161
Engineering Technician III	146
Engineering Technician I/II	68
CAD Manager	177
Assistant CAD Manager	153
CAD II	135
GIS Specialist III	148
GIS Specialist I/II	94
Landscape Architect	170
Landscape Designer I/II	94
Environmental Resource Specialist V	216
Environmental Resource Specialist IV	170
Environmental Resource Specialist III	139
Environmental Resource Specialist I/II	94
Environmental Resource Technician	114
Administrative	104
Engineering Intern	63
Information Technician III	130
Information Technician I/II	116

Direct Costs

Outside Copies, Blueprints, Messenger, Delivery Services, Mileage Cost + 12%

*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2020.



CHRISTOPHER B. BURKE ENGINEERING, LTD.

16221 W. 159th Street Suite 201 Lockport, Illinois 60441 TEL (815) 770-2850

January 9, 2024

Village of Tinley Park
Public Works Department
7980 W. 183rd Street
Tinley Park, IL 60477

Attention: John Urbanski – Public Works Director

Subject: Professional Engineering Services Proposal
Harmony Square Downtown Plaza Development
Fiber Optic Design Engineering Services
Tinley Park, Illinois

Dear Mr. Urbanski:

In response to the Village's request, Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to provide this proposal for professional engineering services for fiber optic design engineering for the Harmony Square Development. These services will include installing a new fiber optic connection between the proposed Harmony Square Development and the Village's Public Safety Building. Included below is our Understanding of the Assignment, Scope of Services and Estimate of Fee.

UNDERSTANDING OF THE ASSIGNMENT

CBBEL understands the Village is looking for a proposal for design engineering services for the fiber optic design associated with the Harmony Square Plaza Development. A proposed fiber optic line will connect the existing Public Safety Building at 17355 68th Court to the three proposed buildings on the Harmony Square Site (Stage Building, VIP Building, and the Hospitality Building). There is an existing 3" PVC fiber conduit with live fiber cable from the Public Safety Building to east side of Oak Park Avenue running north past the proposed Harmony Square site. Per conversations with the Village, it is assumed the new fiber optic cable will be able to be installed within the existing conduit between the Harmony Square site and the Public Safety Building. The Village desires to install the proposed fiber optic cable in this conduit by cutting into it at the southeast corner of Oak Park Avenue and 173rd Street and installing a new concrete vault over it. New conduit will be installed from this vault through the Harmony Square development site to a handhole just outside each of the three buildings. The proposed fiber optic cable inside the Public Safety Building will be routed to the server room through existing open wiring throughs so no modifications or new conduit will be needed inside this building.

CBBEL assumes the Harmony Square building MEP consultant will design the conduit to the appropriate locations inside the three proposed Harmony Square buildings. CBBEL will coordinate fiber terminations with the building MEP consultant.

SCOPE OF SERVICES

CBBEL has developed the following Scope of Services consistent with the Understanding of the Assignment identified above. The Scope of Services was prepared based on our knowledge of the project and the procedures and requirements for similar projects CBBEL has undertaken for the Village.

CBBEL will obtain preferred equipment information from the Village and will perform a site visit to obtain information regarding the existing field conditions. Based on the information collected, CBBEL will prepare fiber plan drawings and detail drawings. The plan drawings will include locations of the conduit runs, fiber cables, and handholes. The detail drawings will include conduit, fiber cables, handholes and required installation information. Detailed specifications will be prepared based on IDOT Standard Specifications along with coded pay items to be incorporated into the overall Harmony Square construction documents. The design will be submitted to the Owner for their review and approval.

ESTIMATE OF FEE

Based on the above Scope of Services, **our Estimate of Fee is \$10,300.**

We will bill you at the hourly rates specified on the attached Schedule of Charges and establish our contract in accordance with the Agreement for Professional Services between the Village of Tinley Park and CBBEL that is already on file. Please note that any requested meetings or additional services are not included in the preceding fee estimate and will be billed at the hourly rates.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. If you have any questions, please feel free to contact us anytime.

Sincerely,

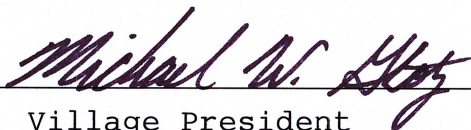


Michael E. Kerr, PE
President

Encl. Tinley Park Schedule of Charges

THIS PROPOSAL AND SCHEDULE OF CHARGES ACCEPTED FOR VILLAGE OF TINLEY PARK:

BY:



TITLE:

Village President

DATE:

February 6, 2024

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CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
APRIL, 2020

<u>Personnel</u>	<u>Charges*</u> <u>(\$/Hr)</u>
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GIS Specialist I/II	94
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Landscape Designer I/II	94
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*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2020.

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-008, “**A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE VILLAGE OF TINLEY PARK AND CHRISTOPHER B. BURKE ENGINEERING, LTD. 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 6th day of February, 2024.


VILLAGE CLERK