

NOTICE - VILLAGE OF TINLEY PARK
MEETING OF THE COMMITTEE OF THE WHOLE

NOTICE IS HEREBY GIVEN that a regular Committee of the Whole Meeting of the Village of Tinley Park, Cook and Will Counties, Illinois will be held on Tuesday, April 15, 2025, beginning at 5:45 p.m. in Council Chambers, located in the Tinley Park Village Hall, 16250 South Oak Park Avenue, Tinley Park, Illinois 60477.

THE AGENDA IS AS FOLLOWS:

1. CALL MEETING TO ORDER.
2. ROLL CALL.
3. CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON MARCH 18, 2025.
4. DISCUSS FISCAL YEAR 2026 PAY SCALES ORDINANCE.
5. DISCUSS FISCAL YEAR 2026 FIRE PAY SCALES ORDINANCE.
6. DISCUSS AMENDING CHAPTER 30 OF THE TITLE III OF THE VILLAGE CODE RELATED TO STANDING COMMITTEES.
7. DISCUSS A LIQUOR LICENSE REQUEST FROM THE STATION, 6657, SOUTH STREET.
8. DISCUSS THE PURCHASE OF MANHOLE LIDS FROM EJ USA.
9. DISCUSS AN AGREEMENT WITH CHRISTOPHER B. BURKE ENGINEERING LTD. (CBBEL) FOR THE 2025 WATER MAIN REPLACEMENT BID PACKAGES 1 & 2 - CONSTRUCTION ENGINEERING SERVICES.
10. DISCUSS AN AGREEMENT WITH ROBINSON ENGINEERING LTD. FOR 175TH STREET CONSTRUCTION ENGINEERING SERVICES.
11. DISCUSS AN AGREEMENT WITH CHRISTOPHER B. BURKE ENGINEERING LTD. (CBBEL) FOR GENERAL DESIGN AND CONSTRUCTION ENGINEERING SERVICES.
12. DISCUSS A CONTRACT WITH MILLER PIPELINE, LLC FOR THE 2025 CONCRETE FLATWORK AND CURB PROGRAM (YEAR 1 OF 3).
13. DISCUSS PROPERTY LOCATED AT 17366-17368 68TH COURT THE FORMER BECHSTEIN CONSTRUCTION COMPANY PROPERTY.
14. DISCUS A CONTRACT WITH LPS PAVEMENT FOR NORTH STREET IMPROVEMENTS.
15. DISCUSS WAIVING THE COMPETITIVE BIDDING PROCESS FOR THE 2025 PAVEMENT CRACK FILL PROGRAM AND AWARDDING A CONTRACT TO SKC CONSTRUCTION (YEAR 1 OF 3).
16. DISCUSS IMRF RESOLUTION.
17. DISCUSS COOK COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN.
18. DISCUSS A CONTRACT WITH MOTOROLA SOLUTIONS FOR THE PURCHASE AND INSTALLATION OF FOURTEEN (14) APX8500 MOBILE RADIOS.
19. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

NANCY M. O'CONNOR, VILLAGE CLERK

ROLL

CALL

MINUTES
Meeting of the Committee of the Whole
March 18, 2025 – 5:45 p.m.
Village Hall - Council Chambers
16250 S Oak Park Ave.
Tinley Park, IL 60477

Item #1 - At 5:46 p.m. the regular meeting of the Committee of the Whole was called to order.

Item #2 - Clerk O'Connor called the roll. Present and responding to roll call were the following:

Members Present: M. Glotz, Village President
 N. O'Connor, Village Clerk
 W. Brady, Village Trustee
 W. Brennan, Village Trustee
 M. Mueller, Village Trustee
 K. Shaw, Village Trustee
 C. Sullivan, Village Trustee

Members Absent: D. Mahoney, Village Trustee

Staff Present: P. Carr, Village Manager
 H. Lipman, Assistant Village Manager/Interim Assistant Finance Director
 T. Tilton, Police Chief
 S. Klotz, Fire Chief
 J. Urbanski, Public Works Director
 D. Framke, Marketing Director
 J. Enberg, Planning Manager
 L. Galovich, Village Attorney

Others Present:

Item #3 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD MARCH 4, 2025 – Motion was made by Trustee Brennan, seconded by Trustee Sullivan to approve the minutes of the Committee of the Whole meeting held on March 4, 2025. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #4 – RECEIVE COMPREHENSIVE PLAN UPDATE – An update of the Themes, Goals, Strategies, and Conceptual Action Steps for the Tinley in Tune Comprehensive Plan was presented. President Glotz asked if members of the Committee had any questions. There were none.

Item #5 – DISCUSS AND CONSIDER LIMITING THE HOURS OF OPERATION OF ANY DRIVE-THROUGH ESTABLISHMENT(S) ON LOT 7 IN THE BROOKSIDE CREEK RETAIL CENTER – A discussion was had on limiting the hours of operation for any drive-thru establishment on Lot 7 in the Brookside Creek Retail Center noting that any future development on Lot 7 would require a special use permit as a deviation from the PUD.

Item #6 – DISCUSS A CLASS E LIQUOR LICENSE FOR SAMOSA KING, 7301 183RD STREET – The petitioner is seeking a Class E liquor license for Samosa King at 7301 183rd Street, Suite D. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Brady to recommend a Class E Liquor License for Samosa King,

7301 183rd Street be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #7 – DISCUSS A LEASING AGREEMENT WITH MGT IMPACT SOLUTIONS, LLC FOR DATA ANALYST – A highly qualified Data Analyst candidate has been identified and selected for a 10-month leasing arrangement, with the option to convert to a permanent hire. Funding for this leasing arrangement is available based on anticipated Fiscal Year 2026 budgeted funds. Up to \$144,640 in funds were requested. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Mueller to recommend a Leasing Agreement with MGT Impact Solutions, LLC for a Data Analyst be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #8– DISCUSS A CONTRACT WITH GO FULL CLOUD FOR MICROSOFT OFFICE 365 LICENSING – The Village received ten (10) valid bids with the lowest cost for the annual Office 365 subscription provided by Go Full Cloud at a cost of \$107,250. Funding is budgeted and available in the approved Fiscal Year 2025 operating budget via the Software License and Support GL in the IT account 01-16-000-72655. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Sullivan to recommend a contract with Go Full Cloud for Microsoft Office 365 Licensing be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #9 – DISCUSS UPGRADE OF FUSUS SUBSCRIPTION WITH AXON ENTERPRISE, INC – This agreement with Axon is to upgrade the Fusus Real Time Crime Center (RTCC) Cloud Software Subscription tier from basic to professional at a cost of \$199,995.84 for the remainder of the contract (24 months). Funding is budgeted and available in the approved Fiscal Year 2025 capital budget via the Integrated Department Initiatives GL 77-00-000-74159. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Brady to recommend the upgrade of Fusus subscription with Axon Enterprise, Inc be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #10 – DISCUSS A CONTRACT WITH MIDWEST PUBLIC SAFETY FOR POLICE DEPARTMENT SQUAD CAR LAPTOPS – An invitation for bid (IFB) was released in February 2025 for replacement laptops. Three (3) qualified bids were received with Midwest Public Safety providing the lowest bid of \$74,100. Funding is budgeted and available in the approved Fiscal Year 2025 Information Technology capital budget 30-00-000-74128 GL. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Brady to recommend a contract with Midwest Public Safety for Police Department squad car laptops be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #11 – DISCUSS A CONTRACT WITH SCIENTEL SOLUTIONS LLC FOR NETWORK PHASE 2 EQUIPMENT AND INSTALL – An invitation for bid (IFB) was released in February 2025 for network infrastructure replacement. Seven (7) bids were received with Scintel Solutions providing the lowest bid of \$71,541.80. Scintel Solutions also provided pricing on installation services totaling \$27,976 for a total cost of \$99,517.80. Funding is budgeted and available in the approved Fiscal Year 2025 Information Technology capital budget 30-00-000-74128 GL. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Brady to recommend a contract with Scintel Solutions LLC for Network Phase 2 equipment and

install be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #12 – DISCUSS A CONTRACT WITH MCCi FOR DOCUMENT MANAGEMENT ENHANCED SUPPORT – This request is for supplemental support from MCCi for the Laserfiche document management system (DMS) which will provide the Village the appropriate dedicated MCCi staff to assist with the management of the project portfolio currently in progress. The cost for the supplemental support for a two-year period is \$49,977. Funding is budgeted and available in the approved Fiscal Year 2025 Information Technology capital budget 30-00-000-74121 GL. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Brady, seconded by Trustee Brennan to recommend a contract with MCCi for Document Management Enhanced Support be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #13 – DISCUSS A CONTRACT WITH AL WARREN OIL COMPANY, INC FOR BULK FUEL PURCHASE – Request to approve a contract with Al Warren Oil Company, Inc., and Village Manager authority to lock in per gallon rates was requested. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Mueller to recommend a contract with Al Warren Oil Company, Inc for Bulk Fuel Purchase be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #14 – DISCUSS A CONTRACT WITH M&J UNDERGROUND, INC FOR WATERMAIN REPLACEMENT - BID PACKAGE 1 – This project consists of replacing approximately 6,100 linear feet of water main plus all main line valves and fire hydrants within the project limits. A bid opening was held on February 27, 2025.

The following bids were received:

Contractor	Location	Bid
M & J Underground, Inc.	Monee, IL	\$3,518,040.95
Airy's Inc.	Joliet, IL	\$3,597,957.00
Steve Spiess Construction	Frankfort, IL	\$4,457,236.45
Iroquois Paving Company	Monee, IL	\$5,266,645.58
Trine Construction	St. Charles, IL	\$5,532,560.00
Millenium Contracting Company		\$5,590,000.00

Funding in the amount of \$3,518,040.95 is available for use in the approved Fiscal Year 2025 Capital Improvement Budget. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Sullivan to recommend a contract with M&J Underground, Inc for Watermain Replacement - Bid Package 1 be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #15 – DISCUSS A CONTRACT WITH M&J UNDERGROUND, INC FOR WATERMAIN REPLACEMENT - BID PACKAGE 2 – This project consists of replacing approximately 4,700 linear feet of water main plus all main line valves and fire hydrants within the project limits. A bid opening was held on March 6, 2025.

The following bids were received:

Contractor	Location	Bid
M & J Underground, Inc.	Monee, IL	\$2,374,861.20
Airy's Inc.	Joliet, IL	\$2,451,104.00
Steve Spiess Construction	Frankfort, IL	\$2,761,465.25

Funding in the amount of \$2,374,861.20 is available for use in the approved Fiscal Year 2025 Capital Improvement Budget. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Sullivan to recommend a contract with M&J Underground, Inc for Watermain Replacement - Bid Package 2 be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #16 – DISCUSS AN INTERGOVERNMENTAL AGREEMENT (IGA) WITH ORLAND PARK FOR WATER TOWER COMMUNICATIONS USE – Approval of IGA with the Village of Orland Park Water Tower Communications use was requested. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Brennan to recommend an Intergovernmental Agreement (IGA) with Orland Park for Water Tower Communications use be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #17 – DISCUSS AN AGREEMENT WITH ROBINSON ENGINEERING, LTD. FOR STREAMBANK STABILIZATION HYDRAULIC ANALYSIS – Approval of the agreement with Robinson Engineering, Ltd. for the initial engineering phase for hydraulic analysis in the not to exceed amount of \$101,000 was requested. Funding is budgeted for in the Fiscal Year 2026 Budget under the New Bremen TIF. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Brady to recommend an agreement with Robinson Engineering, Ltd. for Streambank Stabilization Hydraulic Analysis be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #18 – DISCUSS AN AGREEMENT WITH MANHARD CONSULTING FOR BROOKSIDE CREEK FINAL ENGINEERING – Approval the agreement with Manhard Consulting for the Brookside Creek Final Engineering in the not to exceed amount of \$378,000 which includes a 15% contingency. Funding is budgeted for in the Fiscal Year 2026 Budget. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Sullivan to recommend an agreement with Manhard Consulting for Brookside Creek Final Engineering be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the motion carried.

Item #19 – RECEIVE COMMENTS FROM THE PUBLIC – President Glotz asked if there were any comments from the public. There were none.

Motion was made by Trustee Sullivan, seconded by Trustee Brady, to adjourn the Committee of the Whole. Vote by roll call. Ayes: Brady, Brennan, Mueller, Shaw, Sullivan. Nays: None. Absent: Mahoney. President Glotz declared the meeting adjourned at 6:01 p.m.



Interoffice Memo

Date: April 7, 2025

To: Pat Carr, Village Manager
Hannah Lipman, Assistant Village Manager/Interim Finance Director

From: Angela Arrigo, Human Resources Director

Subject: FY2026 Pay Plan Update – Effective May 1, 2025

In 2018, the Village began implementation of a new pay plan with a compensation philosophy based on the three factors of the way the Village pays – how much and when - matters, commitment to fair pay practices, and recruitment and retention of highly qualified staff. All non-union staff annual compensation increases were transitioned to merit-based compensation in July 2022. Merit awards range from 0% - 4.0% (subject to annual village board approval) to reward individual performance annually, each July 1st.

In order to continue to reward employees for individual performance and remain in line with the Village's compensation philosophy, the pay plan has been reviewed for fiscal year 2026. Pay plan review included external competitiveness and internal alignment of the ranges and range spreads. It has been determined that alignment adjustments are needed to the ranges and range spreads.

Changes made to the pay plan do not result in immediate pay increases to any incumbent, unless they are below any new minimum of the pay grade. Changes to the pay plan provide the framework for compensation administration during the annual merit-based compensation administration, including merit pay and proficiency promotions awarded each July. It has been determined that the Village's pay plan with the recommended adjustments remains a competitive pay plan.

FY26 Pay Plan Pay Grade Recommendations

- It is recommended that the pay range spreads are increased by 2.5% maintaining the current minimum of each pay grade. Pay grades 1 – 10 will increase to a 42.5% range spread. Pay grades 11 – 15 will increase to a 37.5% range spread.
- The spread between grades remains unchanged from 5% to 12% for pay grades 1 -10.
- It is recommended that the Director and Senior Managers pay grades are further adjusted for market competitiveness and internal equity to reduce internal compression issues. It is recommended that the spread between grade ranges for pay grades 11-14 is increased from 5% to 10% and for pay grade 15 is decreased from 35% to 25%. It is further recommended that certain positions are placed at the new pay grade 12, thus moving the Community Development Director and Information Technology Director positions to this grade.
- It is recommended that the individual established minimum for pay grade 5, specifically for 911 Dispatcher/Telecommunicator positions, is eliminated to ensure market competitiveness.
- It is recommended for FY26 that the Merit Award range remains 0% - 4%, the Proficiency Promotions range remains 5% to 12%, and any Exemplary Recognition Award remains not to exceed 10%.

Minimum of Pay Grades

The minimum of the pay grades generally remains unchanged, except as noted above for pay grade 5 and pay grades 12-15.

Maximum of Pay Grades

It is recommended that the maximum of each pay grade increases relative to the new maximum spread which results in an approximate increase of 1.79% to maintain market competitiveness and continue to allow potential for compensation treatment in the merit-based compensation plan. As before, it continues to remain possible that an employee may reach the maximum of the assigned pay grade. Employees will be paid up to the maximum of the pay grade.

Minimum Wage Impact

Pursuant to Public Act 101-1001 and effective January 1, 2025, the Illinois minimum hourly wage is \$15.00 per hour. This has been reviewed, and no adjustments are deemed necessary at this time. Should the Illinois minimum hourly wage increase in future years, recommendations will be brought forth mid-year.

Interim Positions

It is established in Appendix 'A' that Interim positions will be compensated in the same pay grade, unless otherwise noted in the pay plan. The pay plan will no longer need to be adjusted for Interim only positions.

Position Title Change(s)

The following position(s) are recommended for position title changes:

- **Code Enforcement Officer to Code Compliance Officer**

Position Reclassification(s)

The following position(s) are recommended for reclassification to a different pay grade:

- **Executive Assistant**
To maintain internal equity, this position it is determined that this position shall move from pay grade 5 to pay grade 6.
- **Special Events Specialist**
This position will have added responsibilities over Harmony Square operations including supervisor duties over the year-round programming staff and annual ice rink staffing. It is determined that this position shall move from pay grade 4 to pay grade 5.
- **Commission Secretary – Civil Service Commission**
This position will provide support to the CSC Liaison to include performing administrative duties with the police hiring function. It is determined that this position shall move from pay grade 2PT to 4PT.
- **Deputy Village Clerk**
This position is recommended for reclassification to align position duties and provide internal equity shall move from pay grade 8 to pay grade 9.
- **Community Development Director**
This position is recommended for reclassification to align director level positions within the recommended pay range adjustments and shall move from pay grade 13 to 12.
- **Information Technology Director**
This position is recommended for reclassification to align director level positions within the recommended pay range adjustments and shall move from pay grade 13 to 12.
- **Marketing Coordinator**
The part-time position is recommended for reclassification from part-time to full-time in the FY26 budget.

Position Removal(s)

Certain position(s) are recommended for removal from the pay plan. These positions include the following:

- **Building Inspector (PT)**
This was a temporary, transitional position during a period of vacancy and has been eliminated from FY26 budget.
- **Clerk Matron (Civil Service)**
The position has been eliminated from the civil service register and the last incumbent retired in 2024.



- **Marketing Program Specialist**

The part-time position was recommended for promotion to full-time in the FY25 budget and shall be eliminated.

- **Appendix B - Snow Plow Driver, Community Engagement Response Team (CERT) Instructor, Health Inspector, Building Inspector**

These positions are not staffed nor budgeted and shall be eliminated.

Position Addition(s)

Certain position(s) are recommended for addition to the pay plan. Filling of new positions will be in line with budgetary approvals. These positions are recommended in the FY2026 budget and require addition to the pay plan. These positions include the following:

- **Public Service Technology Coordinator**

This position is recommended for addition in the FY26 budget.

- **Program Coordinator-Harmony Square**

This position is recommended for addition in the FY26 budget.

- **Skateguard/Building Attendant**

These positions are recommended for addition in the FY26 budget.

- **Human Resources Assistant**

This position is recommended for addition in the FY26 budget.

- **Assistant to Village Manager**

This position is recommended for addition in the FY26 budget.

Additionally, minor other updates were made to standardize positions.

Pay Schedules

There are 2 pay schedules as noted below with recommendations effective May 1, 2025.

- Appendix 'A' – Merit-Based Compensation
- Appendix 'B' – Other Compensation

APPENDIX "A"

Merit-Based Compensation Pay Schedule - Effective May 1, 2025

The following pay ranges are hereby established for all positions eligible for merit-based compensation for the period beginning May 1, 2025 and ending April 30, 2026. The 2025-2026 Merit Award shall range from 0% to 4%, Proficiency Promotions shall range from 5% to 12%, and any Exemplary Performance Recognition Award shall not exceed 10%. All compensation shall be based on employee performance. Interim appointment compensation, unless otherwise listed*, shall not exceed pay grade maximum for the position. Individual compensation shall be in conformance with the table below and shall not exceed that provided for in the budget adopted for fiscal year ending April 30, 2026.

PART-TIME CLASSIFICATIONS			
	PAY GRADE	MINIMUM Hourly Rate	MAXIMUM Hourly Rate
Building Attendant	1PT	\$15.00	\$21.38
Bus Dispatcher	1PT		
CCTV Operator	1PT		
Office Clerk	1PT		
Crossing Guard (Per Run)	1PT		
Custodian	1PT		
Intern	1PT		
Seasonal Maintenance Worker	1PT		
Senior Center Assistant	1PT		
Skate Guard	1PT		
Van Driver	1PT		
Work Order Clerk	1PT		
Commission Secretary	2PT	\$16.80	\$23.94
EMA Member (Certified)	2PT		
Village Bus Driver	2PT		
Community Service Officer-Field Operations	3PT	\$18.82	\$26.81
Police Clerk Matron	3PT		
Village Bus Driver II	3PT		
Administrative Assistant	4PT	\$21.07	\$30.03
Commission Secretary-Civil Service Commission	4PT		
Human Resources Assistant	4PT		
Videographer	4PT		
Supervisors & Advanced Technical Staff			
EMA Officer	5PT	\$24.00	\$34.20
Fire Inspector	5PT		
Program Coordinator-Harmony Square	5PT		
Accountant	6PT	\$26.40	\$37.62
Public Education Officer	6PT		
Patrol Officer (Certified)	7PT	\$29.04	\$41.38

FULL-TIME CLASSIFICATIONS			
	PAY GRADE	MINIMUM Annual Salary	MAXIMUM Annual Salary
Administrative & Technical Staff			
Custodian	1H	\$48,946	\$69,748
Public Works Service Representative	1H		
Administrative Assistant	2H	\$51,883	\$73,933
Marketing Assistant	2H		
Midnight Records Clerk	2H		
Police Clerk Matron	2H		
Property & Evidence Custodian	2H		
Senior Custodian	2H		
Senior Finance Clerk	2H		
Senior Public Works Clerk	2H		
Community Service Officer	3H	\$54,996	\$78,369
Utility Billing Technician	3H		
Work Order Technician	3H		
Animal Control Officer	3H		
Building Permit Technician	3H		
Senior Police Clerk Matron	3H		
Community Engagement Specialist	4	\$58,295	\$83,071
Helpdesk Coordinator	4H		
Human Resources Coordinator	4H		
Marketing Coordinator	4H		
Video Evidence Technician	4H		
Managers, Supervisors, and Advanced Technical Staff			
911 Dispatcher/Telecommunicator	5H	\$66,185	\$94,314
Administrative Assistant to Police Chief	5		
Administrative Assistant to Public Works Director	5		
Assistant Police Records Supervisor	5		
Associate Planner	5H		
Business Retention & Marketing Specialist	5		
Data Analyst	5		
Management Analyst	5H		
Police Special Project Coordinator	5		
Public Information Specialist	5		
Public Safety Technology Coordinator	5		
Special Events Specialist	5		
Staff Accountant	5H		
Zoning Administrator	5		
Accountant II	6	\$71,480	\$101,859
Building Permit Coordinator	6		
Executive Assistant	6		
Lead 911 Dispatcher/Lead Telecommunicator	6H		
Office Coordinator	6		
Application Support Analyst	7	\$77,198	\$110,007
Assistant to the Village Manager	7		
Building Inspector	7H		
Code Compliance Officer	7		
FOIA Coordinator	7		
Fire Inspector I	7H		
Health & Consumer Protection Officer	7		
Police Records Supervisor	7		

	PAY GRADE	MINIMUM Annual Salary	MAXIMUM Annual Salary
Engineering Project Manager	8	\$83,374	\$118,808
Executive Administrative Assistant	8		
Human Resources Generalist	8		
Network and Security Administrator	8		
Radio Technician	8		
Senior Accountant	8		
Senior Payroll Specialist	8		
Senior Planner	8		
Systems Administrator	8		
Deputy Village Clerk	9	\$90,044	\$128,313
Fire Marshal	9		
Foreman	9		
Head Mechanic	9		
Public Works Administrative Manager	9		
Purchasing & Contract Administrator	9		
Telecommunications Supervisor	9		
Facilities Superintendent	10	\$99,048	\$141,144
Planning Manager	10		
Street Superintendent	10		
Village Engineer	10		
Water and Sewer Superintendent	10		
Directors and Senior Managers			
Assistant Finance Director	11	\$113,906	\$156,620
Assistant Human Resources Director	11		
Assistant Public Works Director	11		
Building Official	11		
Community Development Director	12	\$125,296	\$172,282
Division Police Commander	12		
Emergency Management & 911 Communications Director	12		
Human Resources Director	12		
Information Technology Director	12		
Marketing Director	12		
Assistant Village Manager	13	\$137,826	\$189,510
*Assistant Village Manager/Interim Finance Director	13		
Deputy Fire Services Administrator	13		
Deputy Police Chief	13		
Public Works Director	14	\$151,608	\$208,462
Finance Director	14		
Fire Services Administrator	14		
Police Chief	14		
Village Manager	15	\$189,510	\$260,577

APPENDIX "B"

Other Compensation Pay Schedule – Effective May 1, 2025

The following compensation is hereby established for certain positions for the period beginning May 1, 2025 ending April 30, 2026. Individual compensation shall be in conformance with the rates established below and shall not exceed that provided for in the budget adopted for fiscal year ending April 30, 2026.

OTHER PART-TIME COMPENSATION		
POSITION	HOURLY RATE	OTHER COMPENSATION
SCADA Engineer	\$55.00	NA
Police Analyst	\$40.00	NA
EMA Member (Training)	\$16.80	NA
Patrol Officer (Non-Certified)	\$18.00	NA
Police Clerk Matron	NA	\$2.00 Hourly Stipend for Midnight and Weekend Shifts
		Time and One Half (1 1/2) for Hours Worked on a Designated Village Holiday

LONGEVITY COMPENSATION	
Under Section 5.6 Longevity, of the Employee Personnel Manual, all full-time employees, except employees covered under a collective bargaining agreement, may be entitled to longevity compensation in accordance with the following schedule:	
Full-Time Years of Service	Longevity Pay
Upon Attainment of 5 Years	\$60 Per Month
Upon Attainment of 10 Years	\$105 Per Month
Upon Attainment of 15 Years	\$150 Per Month
Upon Attainment of 19 Years	\$195 Per Month



Interoffice Memo

Date: April 7, 2025

To: Pat Carr, Village Manager
Hannah Lipman, Assistant Village Manager/Interim Finance Director

Copy: Steve Klotz, Fire Services Administrator
Kris Dunn, Deputy Fire Services Administrator

From: Angela Arrigo, Human Resources Director

Subject: FY2026 Fire Suppression Pay Plan Update – Effective May 1, 2025

In 2024, the Village implemented a new fire suppression pay plan to provide for competitive compensation based on rank which established entry-level pay and built internal equity amongst the ranks with standardized incremental increases. In an effort to continue to reward employees based on the fire suppression staffing model, based on review of other part-time comparable fire departments, and with consideration for both internal and external market factors directly impacting fire suppression staffing, a 3% annual market wage adjustment is recommended for FY26.

Changes made to the pay plan result in a pay increases to any incumbent effective 5/1/2025. Along with the EMT 3% differential and annual longevity pay, it has been determined that the Village's pay plan with the recommended adjustments remains a competitive pay plan.

Pay Schedules

There are 2 pay schedules as noted below with recommendations effective May 1, 2025.

- 'Fire Suppression Appendix A' – Fire Suppression Compensation
- 'Fire Suppression Appendix B' – Other Part-Time Compensation

"FIRE SUPPRESSION APPENDIX A"

Effective May 1, 2025

The following pay steps are hereby established for part-time Fire Suppression positions for fiscal year ending April 30, 2026. Individual compensation shall be in conformance with the table below and shall not exceed that provided for in the budget adopted for fiscal year ending April 30, 2026.

PART-TIME HOURLY	
POSITION	Hourly Rate
Non-Certified Firefighter (Class A)	\$20.88
Firefighter (Class A)	\$24.01
Firefighter (Class B)	
Firefighter - EMT (Class A)	\$24.73
Firefighter - EMT (Class B)	
Fire Engineer (Class A)	\$26.41
Fire Engineer (Class B)	
Fire Engineer - EMT (Class A)	\$27.20
Fire Engineer - EMT (Class B)	
Fire Lieutenant (Class A)	\$29.06
Fire Lieutenant (Class B)	
Fire Lieutenant - EMT (Class A)	\$29.92
Fire Lieutenant - EMT (Class B)	
Fire Captain (Class A)	\$31.96
Fire Captain - EMT (Class A)	\$32.92
Assistant Fire Chief (Class A)	\$38.35

"FIRE SUPPRESSION APPENDIX B"

Other Fire Department Compensation

The following compensation is hereby established for Other Fire Department compensation for the fiscal year ending April 30, 2026. Individual compensation shall be in conformance with the rates established below and shall not exceed that provided for in the budget adopted for fiscal year ending April 30, 2026.

ACTING UP PAY		
POSITION (Class A or Class B)	ACTING UP RANK	HOURLY RATE
Firefighter	Engineer	\$26.41
Firefighter - EMT		\$27.20
Firefighter	Officer	\$29.06
Fire Engineer		
Firefighter - EMT		\$29.92
Fire Engineer - EMT		
Fire Lieutenant	Shift Commander	\$35.16
Fire Captain		
Fire Lieutenant - EMT		\$35.64
Fire Captain - EMT		

WEEKEND SHIFT/SPECIAL EVENT INCENTIVE PAY	
Weekend Shift Incentive Pay Applies to Assigned Fire Station Shift(s) Saturday Day Shift Starting at 0600 Hours Through Sunday Night Shift Ending Monday at 0600 Hours. Special Event Incentive Pay Applies to Assigned Shift(s) at a Special Event.	
POSITION	HOURLY STIPEND
Non-Certified Firefighter (Class A)	\$4.00 Hourly Stipend
Firefighter (Class A)	
Firefighter (Class B)	
Firefighter - EMT (Class A)	
Firefighter - EMT (Class B)	
Fire Engineer (Class A)	
Fire Engineer (Class B)	
Fire Engineer - EMT (Class A)	
Fire Engineer - EMT (Class B)	
Fire Lieutenant (Class A)	
Fire Lieutenant (Class B)	
Fire Lieutenant - EMT (Class A)	
Fire Lieutenant - EMT (Class B)	
Fire Captain (Class A)	
Fire Captain - EMT (Class A)	
Assistant Fire Chief (Class A)	

LONGEVITY PAY				
Longevity Pay is paid in one lump sum annually to fire suppression staff on the first payroll on or after May 1st and amount is based on the milestone anniversary tier as of May 1st annually. Only fire suppression staff that are active at time of payment are eligible to receive longevity pay.				
POSITION	5-9 Years	10-14 Years	15-18 Years	19+ Years
Class A Positions	\$1,000	\$1,500	\$2,000	\$2,500
Class B Positions	\$500	\$750	\$1,000	\$1,250

2025 Fire Department Pay Comparables

As of 3.26.25

Position	Tinley Park	Proposed 5/1/25 3% Increase	Westmont as of 1/1/2025	Variance	Crestwood as of 5/1/2024	Variance	Avg Westmont & Crestwood	
		Tinley Park					Crestwood	Variance
Firefighter (Non-Certified)	\$20.27	\$20.88	\$18.16	15.0%	\$21.40	-2.4%	\$19.78	5.6%
Firefighter - EMT	\$24.01	\$24.73	\$25.03	-1.2%	\$24.66	0.3%	\$24.85	-0.5%
Fire Engineer - EMT	\$26.41	\$27.20	\$27.33	-0.5%	\$26.95	0.9%	\$27.14	0.2%
Fire Lieutenant - EMT	\$29.05	\$29.92	\$32.21	-7.1%	\$27.93	7.1%	\$30.07	-0.5%
Fire Captain - EMT	\$31.96	\$32.92	\$35.82	-8.1%	\$34.35	-4.2%	\$35.09	-6.2%
Assistant Fire Chief	\$37.23	\$38.35	\$51.69	-25.8%	\$40.72	-5.8%	\$46.21	-17.0%

THE VILLAGE OF TINLEY PARK

Cook County, Illinois

Will County, Illinois

ORDINANCE

NO. 2025-O-008

**AN ORDINANCE AMENDING CHAPTER 30 OF TITLE III OF THE VILLAGE CODE
RELATED TO STANDING COMMITTEES IN THE VILLAGE OF TINLEY PARK.**

**MICHAEL W. GLOTZ, PRESIDENT
NANCY 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**

VILLAGE OF TINLEY PARK

Cook County, Illinois

Will County, Illinois

ORDINANCE NO. 2025-O-008

**AN ORDINANCE AMENDING CHAPTER 30 OF TITLE III OF THE VILLAGE CODE
RELATED TO STANDING COMMITTEES IN THE VILLAGE OF TINLEY PARK.**

WHEREAS, Section 6(a) of Article VII of the 1970 Constitution of the State of Illinois provides that any municipality which has a population of more than 25,000 is a home rule unit, and the Village of Tinley Park (the “Village”), Cook and Will Counties, Illinois, with a population in excess of 25,000 is, therefore, a home rule unit and, pursuant to the provisions of said Section 6(a) of Article VII, may exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to tax and to incur debt; and

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and that protect the public health, safety and welfare of its citizens; and

WHEREAS, the Village has determined that its ordinances need to be updated related to the Village’s standing committees; and

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES, ILLINOIS, STATE AS FOLLOWS:

SECTION 1: The foregoing recitals shall be and are hereby incorporated as findings of facts as if said recitals were fully set forth herein.

SECTION 2: That Chapter 30 of Title III is revised by deleting any stricken language and inserting any underlined language, as provided for in **Exhibit #1**, which is attached hereto and incorporated herein.

SECTION 3: That this Ordinance shall be in full force and effect immediately after its adoption and approval.

SECTION 4: That the Village Clerk is hereby ordered and directed to publish this Ordinance in pamphlet form, and this Ordinance shall be in full force and effect from and after its passage, approval, and publication as required by law.

PASSED THIS 15th day of April, 2025.

AYES:

NAYS:

ABSENT:

APPROVED THIS 15th day of April, 2025.

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

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

CERTIFICATE

I, NANCY 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 Ordinance No. 2025-O-008, “**AN ORDINANCE AMENDING CHAPTER 30 OF TITLE III OF THE VILLAGE CODE RELATED TO STANDING COMMITTEES IN THE VILLAGE OF TINLEY PARK.**” which was adopted by the President and Board of Trustees of the Village of Tinley Park on April 15, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 15th day of April, 2025.

VILLAGE CLERK

EXHIBIT 1

§ 30.40 STANDING COMMITTEES.

The Committee of the Whole shall be a standing committee of the Village. All members of the Board of Trustees, including the Village President and the Village Trustees, shall be considered members of the Committee of the Whole. In addition, the ~~The~~ following committees are hereby established as the Standing Committees of the Board of Trustees of the village:

- (A) Finance Committee shall have the following functions:
 - (1) Participate in the preparation of annual budget, financial reporting and audit functions;
 - (2) Participate in revenue generation activities, including property tax levies, sales tax, and other taxes imposed by the village;
 - (3) Participate in matters pertaining to long-term financing/bonds;
 - (4) Participate in matters and recommendations from the Treasurer's Office.

- (B) Community Development Committee shall have the following functions:
 - (1) Participate in the comprehensive planning of village uses, both development and redevelopment;
 - (2) Participate in planning requests, including development and redevelopment;
 - (3) Participate in responding to requests for zoning and building ordinance variances;
 - (4) Participate in ensuring compliance with village zoning, building and health ordinances;
 - (5) Participate in the incorporation of green initiatives into codes where applicable/practical;
 - (6) Participate in matters pertaining to Building Code changes;
 - (7) Participate in consumer protection initiatives;
 - (8) Participate in economic development efforts including special taxing areas and tax increment financing districts;
 - (9) Participate in the review of all economic incentive policies and agreements.

- (C) Public Safety Committee shall have the following functions:
 - (1) Participate in addressing matters of public safety, including police, fire and emergency management services;
 - (2) Participate in matters pertaining to outsourced services that provide public safety services (ambulance).

- (D) Administration and Legal Committee shall have the following functions:
 - (1) Participate in all matters concerning the organization, reorganization and efficient management of village government;
 - (2) Participate in the monitoring of federal and state legislation and administrative regulations in which the village may have an interest;
 - (3) Participate in human resources activities, including compensation and collective bargaining and internal communications;
 - (4) Participate in matters pertaining to outsourced Service Agreements in conjunction with departments/liaisons;
 - (5) Participate in the periodical review and making of recommendations for changes to the Village Code.

- (E) Public Works Committee shall have the following functions:

- (1) Participate in matters pertaining to village infrastructure and maintenance of streets, sanitary sewers and water lines under village jurisdiction;
- (2) Participate in the village flood mitigation program and maintenance of supporting infrastructure (detention, retention) under village jurisdiction;
- (3) Participate in matters regarding outsourced services for engineering maintenance;
- (4) Participate in coordination/ communication with other jurisdictions/ agencies.

(F) Budget Committee shall have the following functions:

- (1) Participate in identifying, developing and overseeing the marketing of the village assets and programs;
- (2) Participate in identifying and developing initiatives to achieve economic gain to the village while preserving the integrity of the village and its brand;
- (3) Participating in communications with external constituencies;
- (4) Participating in communicating information and events of the village to the public.

(G) License Committee shall have the following functions:

- (1) Participate in matters pertaining to village- issued licenses.

~~—(H)~~

The village's Standing Committees shall meet when determined necessary by the Chair of the respective committee or any two of its members. All Standing Committee meetings shall be noticed and held in accordance with the Illinois Open Meetings Act.



Interoffice Memo

Date: April 15, 2025
To: Village Board of Trustees
From: Allison Tugend, Senior Finance Clerk
Subject: The Station – Class A License

The petitioner has approached the Mayor's Office seeking a Class A license for "The Station", located at 6657 South Street. A Class A license allows the retail sale of alcoholic liquor by the drink.

The petitioner's immediate goal is to acquire the property and the well-established bar and restaurant known as The Station. With this acquisition, they aspire to preserve the integrity of the existing establishment while leveraging their extensive experience to enhance the overall guest experience. Their vision includes introducing a carefully crafted pub-style menu that adheres to the high standards they uphold in their business operations. This menu will feature a variety of exceptional, in-house-made offerings, including burgers, wings, artisanal pizzas, and sandwiches.

In addition to the restaurant, within the initial six months, the petitioner intends on launching a dedicated White Sheep catering line to support its sister locations and expand reach, by utilizing the existing banquet facilities. With this catering initiative, they intend to provide catering options for various events, from corporate functions to weddings, life celebrations and social gatherings.

The petitioner has been in touch with Community Development as they have a signed lease and are looking to move forward. Given all of the ongoing development within the down town, Community Development shared various recommendations/options on building improvements the Village would like to see. The petitioner has noted that they are eager to apply for grant programs offered by the Village to implement any building enhancements such as the parking lot, building façade and waste disposal area. Over time, the end goal of the petitioner is to

The petitioner currently hold three liquor license in surrounding municipalities (Orland Park, Orland Hills and Palos Hills).

To Whom It May Concern,

Business Address: 6657 South St, Tinley Park, IL 60477

Type of Business: Restaurant and Bar

Menu Type: Pub-style menu featuring but not limited to burgers, wings, pizzas, and sandwiches.

Type of Liquor: Full liquor license (Spirits, Beer, Wine)

Business Plan:

We are thrilled to introduce ourselves as a dedicated team of experienced professionals with a strong business and hospitality background. Our collective expertise encompasses a comprehensive understanding of the restaurant and bar industry, allowing us to address the unique needs of our local community effectively. With an impressive 20 years of industry experience, we have accumulated a wealth of knowledge and practical skills that have been invaluable in successfully managing and operating our ventures.

We proudly hold three liquor licenses in the municipalities of Orland Park, Orland Hills, and Palos Hills, which positions us well within this community.

Our immediate goal is to acquire the property and the well-established bar and restaurant known as "The Station." With this acquisition, we aspire to preserve the integrity of the existing establishment while leveraging our extensive experience to enhance the overall guest experience. Our vision includes introducing a carefully crafted pub-style menu that adheres to the high standards we uphold in our business operations. This menu will feature a variety of exceptional, in-house-made offerings, including burgers, wings, artisanal pizzas, and sandwiches.

In addition to our emphasis on quality food, we plan to secure a full liquor license, which will allow us to offer an extensive selection of spirits, beer, and wine to complement our culinary offerings.

Furthermore, within the initial six months of purchase, we are committed to launching a dedicated White Sheep catering line that will expand our reach and strengthen our connection to the local community. We can seamlessly integrate our catering concept into our operations by utilizing the existing banquet facilities. With this initiative, we aim to provide catering options for various events, from corporate functions to weddings, life celebrations, and social gatherings.

We are eager to utilize the grant programs offered by the Village of Tinley Park. With the support provided by these programs, we aim to implement immediate enhancements to current visually displeasing elements of the property that include, but are not limited to, the parking lot surface, building facade, and waste disposal area.

As we look toward the future, we are excited about the completion of the city's plans for Harmony Square and the surrounding downtown developments. Understanding that our core objective is to open "The White Sheep of Tinley Park" within the next two years and carry out our brand and theme. This will require our significant investment in the establishment's build-out, construction, and redesign.

We look forward to working with you and making a positive impact together. Please contact me with any questions - Dionisios Pappas at 847-809-6802.



Interoffice Memo

Date: March 25, 2025

To: John Urbanski, Public Works Director

From: Joe Fitzpatrick, Water & Sewer Superintendent

Subject: Purchase of Manhole Lids

Presented for Committee of Whole and Village Board consideration and action.

Description:

Purchase manhole lids from EJ USA. This purchase includes 345 sanitary structure lids and 10 water vault lids. The manhole lids for sanitary sewer structures need to be replaced as part of the Inflow and Infiltration Control Program (IICP) as a requirement of Metropolitan Water Reclamation District (MWRD). The water vaults lids will be used to replace existing water vault lids that are not marked accordingly. All of these manhole lids are stamped with, "Village of Tinley" or "Tinley Park" and "Water" or "Sanitary Sewer". This is a sole source purchase as EJ USA is the only foundry that has the means to stamp the lids with the required verbiage.

<u>Vendor:</u>	<u>Location:</u>	<u>Quote:</u>
EJ USA	New Lenox, IL	\$56,923.20

Budget/Finance:

Funding is available for use in the FY2025 Operation and Maintenance budget.

Staff Direction Request:

Approve purchasing manhole lids in the amount of \$56,923.20 from EJ USA.

Attachments:

- 1) Quote for manhole lids.



Interoffice Memo

Date: March 25, 2025

To: John Urbanski, Public Works Director

From: Joe Fitzpatrick, Water & Sewer Superintendent

Subject: 2025 Water Main Replacement Bid Packages 1 & 2
Construction Engineering Services

Presented for Committee of the Whole and Village Board consideration and action.

Description:

The Village is seeking construction engineering services for water main replacements in both bid packages approved on the March 18, 2025 board agenda. Water main is being replaced on Sayre Ave, New England Ave, Ozark Ave., 70th Court, and multiple streets within Barrett's subdivision. Scope of services include, but not limited to, pre-construction services, full-time construction observation, and project close-out.

Background:

Public Works has determined, using the water system model, water main break history, and institutional knowledge, the water main on all these streets have surpassed the industry standard for life expectancy. There will be over two miles of water main replaced within the project limits.

Engineering Firm:

Christopher B. Burke Engineering, LTD

Location:

Rosemont, IL

Proposal:

\$610,790

Budget/ Finance:

Funding in the amount of \$610,790 is available for use in the FY2025 budget.

Staff Direction Request:

Approve a professional services agreement with Christopher B. Burke Engineering, LTD. in the amount of \$610,790.

Attachments:

1. Proposal for 2025 Water Main Replacement Construction Engineering Services.



CHRISTOPHER B. BURKE ENGINEERING, LTD.

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

March 7, 2025

Village of Tinley Park
16250 South Oak Park Avenue
Tinley Park, IL 60477

Attention: Joe Fitzpatrick – Water & Sewer Superintendent

Subject: Professional Engineering Services Proposal
Construction Engineering
2025 Water Main Replacements
Bid Packages 1 & 2
Tinley Park, Illinois

Dear Mr. Fitzpatrick:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to present this proposal for professional construction engineering services related to Bid Packages 1 and 2 of the 2025 Water Main Replacements project in the Village of Tinley Park (Village). Included in this proposal is our Understanding of the Assignment, Schedule, Scope of Work and Estimate of Fee.

UNDERSTANDING OF THE ASSIGNMENT

We understand the scope of this proposal will include construction engineering services related to the construction of new 8-inch water mains at the locations listed below:

Bid Package #1

- 70th Avenue – 172nd Street to 171st Street
- 69th Avenue at 171st Street
- Sayre Avenue – 170th Street to 167th Street
- New England – 171st Street to 167th Street

Bid Package #2

- Ozark Avenue – 173rd Street to 171st Street
- 177th Place – Harlem Avenue to 71st Avenue
- 71st Avenue – 177th Place to Hickory Street
- 71st Court – 177th Place to 176th Street
- 176th Street – 71st Court to 71st Avenue

Bid Package 1 total project length is estimated to be approximately 5,800 feet. Bid Package 2 total project length is estimated to be 4,500 feet. We understand that this project will be entirely locally funded.

The new water main will replace the existing water mains on the streets listed above that have reached the end of their useful life. The project will also include new valve vaults, fire hydrants, lead water service replacement connections and restoration. Construction will utilize design plans and specifications developed by CBBEL under a separate contract.

The scope of this proposal includes pre-construction services, construction observation, project meetings and project closeout. We have separated the tasks by each Bid Package for more accurate accounting of hours as it is assumed that two separate contractors will be awarded contracts for the individual bid packages.

SCHEDULE

Based on our understanding that design and permitting will be completed in March 2025, it is anticipated construction will take place in April 2025.

SCOPE OF WORK

Task A1, A2 – Pre-Construction Services: CBBEL staff will attend a pre-construction conference with the Contractor, Village, and other parties for each bid package. CBBEL will prepare and circulate the meeting minutes. At the pre-construction conference, CBBEL will obtain from the Contractor a list of proposed suppliers and Subcontractors and will make recommendations to the Village regarding the suitability of the Subcontractors for the proposed work. CBBEL will review the construction schedule submitted by the Contractor for compliance with the contract. A job box will be set up to retain any necessary documents that will be required during construction. CBBEL will also assist the Village and Contractor to coordinate with utilities that need to be relocated to facilitate construction of the project.

Task B1, B2 – Submittal Review and Technical Design Support: CBBEL will perform the following tasks for each bid package:

- Check and review, or reject and request resubmittal of, any submittals made by the Contractor for compliance with the contract documents.
- Shop Drawings and Contractor Submittals:
 - Record data received, maintain a file of drawings and submissions, and check construction for compliance with them.
 - Review Contractor's submittals for compliance with contract documents. Notify the Village of any deviations or substitutions. With the notification, provide the Village with a recommendation for acceptance or denial, and request direction from the Village regarding the deviation or substitution.
- CBBEL Design Staff will respond to Contractor RFI's (Request for Information) in a timely manner and provide design alternatives or recommendations as necessary.

Task C1, C2 – Construction Observation: CBBEL will provide one Resident Engineer (Tim Carter) for the project duration and a full-time Construction Inspector. Additional staff will supplement projects as contractors' schedules and crews are determined.

Task C1 (Bid Package 1) – Provide Resident Engineer and full-time Construction Inspector for the project duration. The task assumes 45 hours per week for 24 weeks. With all work completed in fall 2025.

Task C2 (Bid Package 2) – Provide Resident Engineer and full-time Construction Inspector for the project duration. The task assumes 45 hours per week for 20 weeks. With all work completed in fall 2025.

- Observe the progress and quality of the executed work and determine if the work is proceeding in accordance with the Contract Documents. The Engineer will keep the Village informed of the progress of the work, guard the Village against defects and deficiencies in the work, advise the Village of all observed deficiencies of the work, and will disapprove or reject all work failing to conform to the Contract Documents.
- Serve as the Village's liaison with the Contractor working principally through the Contractor's field superintendent.
- Check the Contractor's layout and verify the profile and alignment of the water main improvements.
- Be present whenever the Contractor is performing work on the project.
- Assist contractors in dealing with any outside agencies.
- Coordinate with the Water Department and the Contractor all testing of the water main.
- Coordinate the Quality Control (QC) and Quality Assurance (QA) requirements between the Contractor and Village's testing company.
- Review the Contractor's schedule on a weekly basis. Compare actual progress to Contractor's approved schedule. If the project falls behind schedule, work with the Contractor to determine the appropriate course of action to get back on schedule. Provide weekly updates to the Village regarding progress and upcoming 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 the diary.
- Keep an inspector's daily report book as outlined in the IDOT Project Procedures Guide, which shall contain a daily report and quantity of hours on the job site, weather conditions, list of visiting officials, daily activities, job decisions and observations as well as general and specific observations and job progress.

- Prepare payment requisitions and change orders for the Village's approval, review applications for payment with the Contractor for compliance with established procedures for their submission and forward them with recommendations to the Village.
- Except upon written instructions of the Village, the Resident Engineer or Inspector shall not authorize any deviation from the Contract Documents.

Task D1, D2 – LSLR Construction Observation and Documentation

LSLR CONSTRUCTION OBSERVATION

- Observe the progress and quality of the executed work. Determine if the work is proceeding in accordance with the Contract Documents, any Local, State and Federal Law. CBBEL shall keep the Village informed of the progress of the work, guard the Village against defects and deficiencies in the work, and advise the Village of all observed deficiencies of the work and disapprove or reject all work failing to conform to the Contract Documents or applicable laws.
- Coordinate with the appropriate local code officials for inspection of the Lead Service Line Replacement work on private property.
- Provide extensive on-site observations of the work in progress and field checks of materials and equipment through a Construction Engineer, who shall:
- Serve as the Village's liaison with the Contractor working principally through the Contractor's field superintendent as well as with the affected property owner/tenant.
- Be present whenever the Contractor is performing work on private property, associated with the project.
- Coordinate proper flushing of the new service by the Contractor.
- Except upon written instruction of the Village, the RE or Inspector shall not authorize any deviation from the Contract Documents.
- All CBBEL personnel and their sub-consultants will comply with the Village's current safety guidelines.
- CBBEL staff will issue any required water filter as part of the observation. Compliant filters will be provided by the Contractor for CBBEL to issue to the property owner/tenant.

LSLR CONSTRUCTION DOCUMENTATION

- Keep an inspector's daily report book and project diary in the Village's format of all Lead Service Line Replacement locations as well as inspections.
- CBBEL will draft a Lead Service Line Right of Entry/Replacement Agreement template for the Village to review and approve prior to any work being performed on private property.
- Coordinate with the resident on scheduling work, executing right of entry/replacement agreement, pre-construction and post construction photography and video. All coordination will be completed before any work on private property is to take place.

- Provide resident letter notification about the project, lead information, flushing details, and any other applicable requirements of the State Lead Service Line Replacement Statute.
- CBBEL personnel will not be involved in any payment transactions or collection of payment if required by the Village.

Task E1, E2 – Project Meetings: The Resident Engineer will attend all construction conferences. CBBEL will arrange a schedule of progress meetings and other job conferences as required. CBBEL will prepare, circulate, and maintain copies of meeting minutes.

Task F1, F2 – Project Closeout: CBBEL Construction Staff will coordinate and conduct the final inspection with the Village and prepare a final punchlist. CBBEL will verify that all the items on the final punchlist have been corrected and make recommendations to the Village concerning acceptance. CBBEL will review the Contractor's "as-built" record drawings for accuracy, content, and acceptance.

Task G1, G2 – Direct Costs: Vehicle Usage at \$65/Day

Quality Control (QC) materials testing will be the responsibility of the Contractor. Quality Assurance (QA) materials testing, if required, is to be provided by a subconsultant with whom the Village contracts with separately.

Please note that for any of the observation tasks CBBEL may be performing, the Contractor(s) shall be informed that neither the presence of CBBEL field staff nor the observation and testing (if any) by our firm or subconsultant of our firm shall excuse the Contractor in any way for defects discovered in the work. It should be understood that CBBEL will not be responsible for any job and site safety on this project; job and site safety shall be the sole responsibility of the Contractor(s). CBBEL does not have the right to stop work and will not advise nor supervise the Contractor(s) means and methods of their work.

ESTIMATE OF FEE

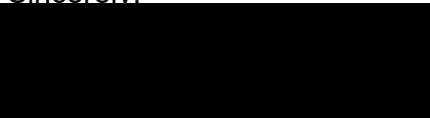
We have determined the following fees for each of the tasks described in this proposal.

Task	Fee
Task A1 – Pre-Construction Services	\$ 17,380
Task B1 – Submittal Review & Technical Design Support	\$ 7,460
Task C1 – Construction Observation	\$ 245,700
Task D1 – LSLR Construction Observation & Documentation	\$ 24,600
Task E1 – Project Meetings	\$ 7,020
Task F1 – Project Closeout	\$ 27,730
Task G1 – Direct Costs	\$ 13,650
Task A2 – Pre-Construction Services	\$ 11,405
Task B2 – Submittal Review & Technical Design Support	\$ 7,460
Task C2 – Construction Observation	\$ 204,750
Task D2 – LSLR Construction Observation & Documentation	\$ 4,100
Task E2 – Project Meetings	\$ 6,200
Task F2 – Project Closeout	\$ 22,155
Task G2 – Direct Costs	\$ 11,180
TOTAL NOT-TO-EXCEED FEE:	\$ 610,790

We will bill you at the hourly rates specified in 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. We will not exceed the fee without written permission of the client.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. 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: _____
DATE: _____

Village of Tinley Park
Effective 5/1/2024 through 4/30/2025

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
JANUARY 2022

<u>Personnel</u>	<u>Charges*</u> <u>(\$/Hr)</u>
Principal	275
Engineer VI	260
Engineer V	210
Engineer IV	175
Engineer III	155
Engineer I/II	125
Survey V	230
Survey IV	210
Survey III	185
Survey II	150
Survey I	115
Engineering Technician V	205
Engineering Technician IV	165
Engineering Technician III	120
Engineering Technician I/II	75
CAD Manager	195
CAD II	140
GIS Specialist III	160
GIS Specialist I/II	100
Landscape Architect	180
Landscape Designer I/II	105
Environmental Resource Specialist V	220
Environmental Resource Specialist IV	170
Environmental Resource Specialist III	130
Environmental Resource Specialist I/II	95
Environmental Resource Technician	125
Administrative	110
Engineering Intern	65
Information Technician III	140
Information Technician I/II	120

Direct Costs

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

*Charges include overhead and profit



Interoffice Memo

Date: April 4, 2025

To: Pat Carr – Village Manager
Hannah Lipman – Assistant Village Manager
John Urbanski – Public Works Director

From: Kyle Vester, PE – Village Engineer

Subject: 175th Street Construction Engineering Services – Robinson Engineering, Ltd.

Prepared for Committee of the Whole and Village Board Meeting for consideration and possible action.

Description: Robinson Engineering, Ltd. (REL) has provided the Village Construction Engineering services for the 175th Street Reconstruction Project under an existing Professional Services Agreement (PSA) that expires effective April 30, 2025.

REL has provided excellent construction engineering services on this project, continually exceeding expectations. This new agreement is effective through April 30, 2026. See the attached for additional information.

Staff Direction Request:

1. Approve the 175th Street Construction Engineering Services Agreement between the Village and Robinson Engineering, Ltd.
2. Direct Staff as necessary.

Attachments:

REL Professional Service Agreement for 175th Street Construction Engineering Services

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into this day of , 2025 ("Effective Date"), between the Village of Tinley Park, Illinois "(Village)", located at 16250 South Oak Park Avenue, Tinley Park, IL 60477, and Robinson Engineering, Ltd. ("Consultant"), collectively the "Parties" for the following project:

I. Services

- A. Consultant agrees to provide, as an independent contractor to the Village, the professional services included in Exhibit A, attached hereto and made a part hereof, as well as such other or incidental services as may be necessary to carry out said professional services, as well as any other professional services requested by the Village as mutually agreed to by the parties (hereafter the "Service"). The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality in compliance with applicable laws, ordinances and regulations. The express terms of this Agreement shall take precedence and control over any term or provision of any Exhibit that in any way conflicts with, differs from, or attempts to alter the terms of this Agreement.
- The Services shall be provided by employees of Consultant, who are experienced, certified, and/or qualified and licensed, to the extent necessary to perform said Services in the State of Illinois.
 - It is understood and agreed by the parties that the Consultant is an independent contractor retained for the above-mentioned purpose. The Village shall not control the manner nor the means of the Consultant's performance, but shall be entitled to a work product as described herein. The term "subconsultant" shall mean and include only those hired by and having a direct contract with Consultant for performance of work on the Project. The Village shall have no responsibility to any subconsultant employed by a Consultant for performance of work on the Project, and all subconsultants and material suppliers shall look exclusively to the Consultant for any payments due. The Village will **not** be responsible for reporting or paying employment taxes or other similar levies that may be required by the United States Internal Revenue Service or other State or Federal agencies. Every subconsultant shall be bound by the terms and provisions of this Contract as far as applicable to their work. The Consultant shall be fully responsible to the Village for the acts and omissions of its subconsultants, and shall ensure that any subconsultants perform in accordance with the requirements of this Agreement. Nothing contained herein shall create any contractual or employment relations between any subconsultant and the Village. The Consultant is solely responsible for the safety procedures, programs and methods of its employees and agents and shall hold the Village harmless for any and all damages resulting from violations thereof. Conversely, the Consultant shall not coordinate, supervise and direct any portions of the Work for what they are not responsible for and shall not be responsible for, nor have control over, construction means, methods, techniques, sequences and procedures, safety, and security for any party they are not responsible for. The Consultant shall comply will all applicable federal, State and local safety laws and regulations.

II. COMPENSATION

Consultant will be compensated based upon the fee schedule attached hereto as Exhibit B.

III. INDEMNIFICATION AND HOLD HARMLESS

Consultant will indemnify and hold harmless, protect and defend, at its own cost and expense, the Village, its officers, officials, Village President and Board of Trustees, agents, employees, volunteers, representatives, assigns, successors, transferees, licensees, invitees, attorneys, or other persons or property standing in the interest of the Village, from any and all risks, lawsuits, actions, damages, losses, expenses (including attorneys' fees), claims, or liabilities of any character, brought because of any death, injuries or damages received or sustained by any person, persons, or property on account of any negligent act or omission by the Consultant, its officers, agents and/or employees, including any of its subconsultants, arising out of or in performance of any provision of this Agreement, including any claims or amounts arising or recovered under the Workers' Compensation Act or any other law, ordinance, order or decree.

In the event such claims, losses, damages, or expenses are legally determined to be caused by joint or concurrent negligence, they shall be borne by each party in proportion to its own negligence under comparative fault principles.

With respect to the aforementioned duty to protect and defend, this shall apply for non-professional services that are performed and to the extent covered by the Consultant's General Liability policy. The Duty to Defend does not apply to professional services that are performed which are not covered by the Consultant's Professional Liability policy.

IV. INSURANCE

During the term of this Agreement, Consultant shall provide and maintain the types of insurance set forth in Exhibit C, written on the comprehensive form and as "occurrence" policies, primary to any insurance of the Village, in not less than the specified amounts.

Consultant shall furnish to the Village, prior to commencing any activities under this Agreement, and annually thereafter, satisfactory proof of the above insurance requirements by a reliable insurance company or companies authorized to do business in Illinois. Such proof shall consist of certificates executed by the respective insurance companies and attached to this Agreement as Exhibit D. Said certificates shall list the Village and its officers, officials, Village President and Board of Trustees, agents, employees, volunteers, representatives, assigns, successors, and attorneys, as additional insureds on all required insurance policies.

Consultant shall procure and maintain insurance as required by and set forth in the previous paragraph of this Agreement. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate of Consultant and Consultant's officers, members, directors, partners, agents, employees, and Subconsultants to Village and anyone claiming by, through, or under Village for any and all claims, losses, costs, or damages whatsoever arising out of resulting from or in any way related to the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied, of Consultant or Consultant's officers,

members, directors, partners, agents, employees, or Subconsultants (hereafter "Village's Claims"), shall not exceed the total insurance proceeds paid on behalf of or to Consultant by Consultant's insurers in settlement or satisfaction of Village's Claims under the terms and conditions of Consultant's insurance policies applicable thereto (excluding fees, costs, and expenses of investigation, claims adjustment, defense, and appeal). If no such insurance coverage is provided with respect to Village's Claims, then the total liability, in the aggregate of Consultant and Consultant's officers, members, directors, partners, agents, employees, and Subconsultants to Village and anyone claiming by, through, or under Village for any and all such uninsured Village's claims shall not be limited.

V. WARRANTY

Consultant represents to the Village that it has the experience and ability to perform the services required by this Agreement, that it will perform said services in accordance with the Standard of Care presented in Section 1.A, and that it has the power to enter into and perform this Agreement.

VI. NOTICE

Except to the extent that verbal notice is otherwise permitted herein, proper notice may be given by personal service or certified or registered mail to:

Robinson Engineering Ltd.

10045 W. Lincoln Highway

Frankfort, IL 60423

OR TO:

Village of Tinley Park

Village Manager

16250 South Oak Park Avenue

Tinley Park IL. 60477

Notice shall be effective upon the date of receipt by personal service or as evidenced by a valid return receipt. The name and/or address to which notice is required may be amended at any time by written notice to the other party as provided herein.

VII. INTERPRETATION

This Agreement provides for services to be performed within the State of Illinois. Accordingly, this Agreement, and all questions of interpretation, construction and enforcement hereof, and all controversies hereunder, shall be governed by the applicable statutory and common law of the State of Illinois. The parties agree that for the purpose of any litigation relative to this Agreement and its enforcement, venue shall be in the Circuit Court of Cook County, Illinois and the parties' consent to the in personam jurisdiction of said Court for any such action or proceeding.

VIII. WAIVER

The waiver of one party of any breach of this Agreement or the failure of one party to enforce any provisions hereof, shall be limited to the particular instance and shall not operate to bar or be deemed a waiver of enforcing against other or future breaches.

IX. SEVERABILITY

If any provision of this Agreement is found to be invalid, illegal or unenforceable, that provision shall be severable from the rest of this Agreement and the validity, legality and enforceability of the remaining provisions will in no way be affected or impaired.

X. ENTIRE UNDERSTANDING

This Agreement sets forth all of the entire understanding of the parties relative to the subject hereof and supersedes any and all prior agreements, express or implied, oral or written. No amendment or modification of this Agreement shall be effective unless reduced to writing and executed by the parties.

XI. TERMINATION

This Agreement may be terminated, in whole or in part, by either party if the other party fails to fulfill its obligations under this Agreement through no fault of the terminating party. The Village may terminate this Agreement, in whole or in part, for its convenience.

IN WITNESS WHEREOF, the Village of Tinley Park and (Insert Consultant), have executed this Agreement.

VILLAGE OF TINLEY PARK

By: _____
Village President

DATE: _____

ROBINSON ENGINEERING LTD.

By: _____
Its: Director of Operations

DATE: 4/4/25

CERTIFICATIONS BY CONSULTANT

Eligibility to Contract

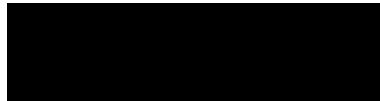
The undersigned hereby certifies that the Consultant is not barred from bidding on or entering into this contract as a result of a violation of either the bid-rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

Van Calombaris, PE

Name of Consultant (please print)

Director of Operations

Title



Submitted by (signature)

Certificate of Compliance with Illinois Human Rights Act

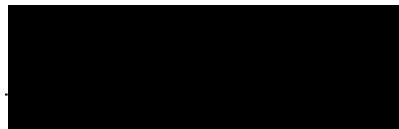
The undersigned hereby certifies that the Consultant is in compliance with Title 7 of the 1964 Civil Rights Act as amended and the Illinois Human Rights Act as amended.

Van Calombaris, PE

Name of Consultant (please print)

Director of Operations

Title



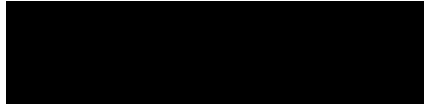
Submitted by (signature)

Certificate of Compliance with Illinois Drug-Free Workplace Act

The undersigned, **having 25 or more employees**, does hereby certify pursuant to section 3 of the Illinois Drug Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of the work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that it is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

Van Calombaris, PE

Name of Consultant (please print)



Submitted by (signature)

Director of Operations

Title

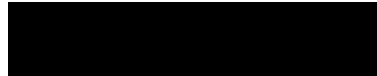
Certificate Regarding Sexual Harassment Policy

The undersigned does hereby certify pursuant to section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written sexual harassment policy that 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) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) direction on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

The undersigned also certifies that Consultant is in compliance with all other applicable laws and regulations regarding its performance of this Agreement.

Van Calombaris, PE

Name of Consultant (please print)



Submitted by (signature)

Director of Operations

Title

EXHIBIT A

Scope of Professional Services

Work as specified and approved by the Village of Tinley Park in the Proposal for Professional Engineering Services for 175th Street Construction Engineering Services – Supplemental Agreement, dated 4/4/25.



4/4/25

Project 16-R0402.04

To: Village of Tinley Park
16250 S. Oak Park Avenue
Tinley Park, IL 60477

Attn: Mr. Colby Zemaitis, PE, CFM
Assistant Director of Public Works

RE: **Proposal for Professional Engineering Services**
175th Street Construction Engineering Services – Supplemental Agreement

Dear Mr. Zemaitis:

Robinson Engineering, Ltd. (REL) is pleased to present a proposal to perform professional engineering services associated with the improvements to 175th St., Ridgeland Ave., and Oak Forest Ave. located within the Village of Tinley Park (Village). We take great pride in partnering with our clients to achieve their goals, and sincerely appreciate the opportunity to offer our expertise and dedication on this project.

Included in this proposal are the following: Project Overview, Scope of Services, Payment Terms, and Standard Terms and Conditions. REL's Standard Terms and Conditions should be considered as an integral part of this proposal.

1. PROJECT OVERVIEW

The Village has entered into an Intergovernmental Agreement with Cook County to take jurisdiction of 175th St. from Oak Park Ave. to Ridgeland Ave. and of Ridgeland Ave. from 175th St. to Oak Forest Ave. upon completion of roadway and utility improvements in this area. While the County is paying for all of the roadway reconstruction costs, the Village is responsible for paying for certain necessary infrastructure improvements that are not necessarily tied to the actual reconstruction of the roadways.

These improvements include new street lighting, new water main, rehabilitated sanitary sewer and force main, and improvements to Freedom Pond. The approximate construction cost for these Village improvements is \$5,500,000. Although the County will provide Construction Engineering services as part of the overall project, the Village would like to ensure that these improvements have the proper oversight and thus, would like to have REL provide periodic construction observation of said improvements.

The Village has also requested that REL provide periodic inspection on the roadway reconstruction improvements as well, since ultimately the Village will be responsible for said improvements after Village acceptance.

2. SCOPE OF SERVICES

A. Construction Engineering

For the project REL will perform construction engineering services consisting of the following:

- Attendance at monthly project status meetings with County.
- Coordination with the Village.
- Submittal review as necessary and only as directed by the Village.
- Responses to Contractor inquiries as necessary and only as directed by the Village.
- Make visits to the Site at intervals appropriate to the various stages of the Work, as Engineer deems necessary, to observe as an experienced and qualified design professional, the progress of Contractor's executed Work. Such visits and observations by Engineer, if any, are not intended to be exhaustive or to extend to every aspect of the Work or to involve detailed inspections of the Work beyond the responsibilities specifically assigned to Engineer in this Agreement and the Construction Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment. Based on information obtained during such visits and observations, Engineer will determine in general if the Work is proceeding in accordance with the Construction Contract Documents, and Engineer shall keep Owner informed of the progress of the Work. Engineer will make a report of Engineer's visit, summarizing Engineer's general observations and any significant findings.

3. PAYMENT TERMS

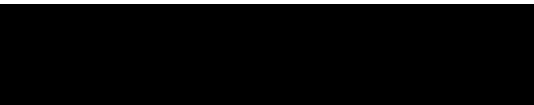
REL proposes to perform the services as described above in B. of the Scope of Services on an hourly basis with a not to exceed figure of \$165,000 for the Village's upcoming fiscal year (through April 30, 2026). A subsequent agreement will be necessary for the continuous of Construction Engineering services for the duration of the project for the Village's following fiscal year.

4. STANDARD TERMS AND CONDITIONS

The Standard Terms and Conditions for this proposal are attached hereto and incorporated herein.

Again, we thank you for the opportunity to submit this proposal for your consideration. Please feel free to call me at (815) 412-2014 or email me at vcalombaris@reltd.com with any questions regarding this proposal, or if any additional information is needed.

Very truly yours,
ROBINSON ENGINEERING, LTD.



Van Calombaris, PE
Director of Operations

ACCEPTED AND APPROVED:
VILLAGE OF TINLEY PARK, ILLINOIS

By: _____
Signature

By: _____
Printed Name

Title: _____

Date: _____

ROBINSON ENGINEERING, LTD ("REL")

STANDARD TERMS AND CONDITIONS

CONTRACT – These Standard Terms and Conditions may be amended, added to, superseded, or waived only if both REL and Client specifically agree in writing to any amendment of these Terms and Conditions ("Agreement").

STANDARD OF CARE - The standard of care for all professional engineering, survey or related professional services performed or furnished by REL under this Agreement will be the care and skill ordinarily used by members of the same profession practicing under similar circumstances at the same time and in the same locality. REL makes no warranties, express or implied, under this Agreement or otherwise, in connection with REL's services on this Project.

RELIANCE – REL may, without liability, rely on the accuracy and completeness of information provided by Client, Client's consultants and any contractors, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards without the need for verification.

CHANGES IN SCOPE – The proposed fees constitute REL's estimate to perform the services required to complete the Project. However, all required services are not always definable in the initial planning. Accordingly, circumstances may dictate a change in the scope of services to be performed. Where this occurs, changes in the Agreement shall be negotiated, an equitable adjustment shall be made to REL's compensation and agreed to in writing by REL and Client.

DELAYS – REL shall complete its obligations within a reasonable time. If, through no fault of REL, such periods of time or dates are changed, or the orderly and continuous progress of REL's services is impaired, or REL's services are delayed or suspended, then the time for completion of REL's services, and the rates and amounts of REL's compensation, shall be adjusted equitably.

RIGHT OF ENTRY – Client agrees to obtain legal right-of-entry on the property when entry to property is required by the work of this Agreement.

ENVIRONMENTAL CONDITIONS OF SITE - REL's scope of services does not include any services related to any environmental issues related to the site including petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, or regulated by any Federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning any hazardous, toxic, or dangerous waste, substance, or material.

SUSPENSION & TERMINATION – Client may suspend the Project upon seven (7) days written notice to REL. If REL's services are substantially delayed through no fault of REL, REL may suspend services after giving seven (7) days written notice to Client. Either party may terminate this agreement upon thirty (30) days written notice to the other party in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. If the project resumes after being suspended 30 days or more, the contract fee may be re-negotiated to reflect costs of delay, start-up, and other costs.

Client shall remain liable for and shall promptly pay REL and (if applicable) REL's independent professional associates or consultants for all services rendered to the date of such suspension/termination of services plus suspension/termination charges incurred by REL or REL's independent professional associates or consultants. Suspension/termination charges may include, but not be limited to, salaries, overhead, and fee, incurred by REL or REL's independent professional associates or consultants either before or after the termination date.

OPINION OF PROBABLE COSTS – REL's opinions of probable Construction Cost (if any) are to be made on the basis of REL's experience, qualifications, and general familiarity with the construction industry. However, because REL has no control over the cost of labor, materials, equipment, or services furnished by

others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, REL cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by REL. If Client requires greater assurance as to probable Construction Cost, then Client agrees to obtain an independent cost estimate.

REUSE OF PROJECT DOCUMENTS – All Documents are instruments of service, and REL owns the Documents, including all associated copyrights and the right of reuse at the discretion of REL. REL shall continue to own the Documents and all associated rights whether or not the Specific Project is completed. Client may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Specific Project. REL grants Client a limited license to use the Documents on the Specific Project, extensions of the Specific Project, and for related uses of the Client, subject to receipt by REL of full payment due and owing for all services relating to preparation of the Documents, and subject to the following limitations:

- Client acknowledges that such Documents are not intended or represented to be suitable for use on the Specific Project unless completed by REL, or for use or reuse by Client or others on extensions of the Specific Project, on any other project, or for any other use or purpose, without written verification or adaptation by REL;
- Any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by REL, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to REL or to its officers, directors, members, partners, agents, employees, and REL's independent professional associates or consultants;
- Client shall indemnify and hold harmless REL and its officers, directors, members, partners, agents, employees, and REL's independent professional associates or consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the Documents without written verification, completion, or adaptation by REL; and
- Such limited license to Client shall not create any rights in third parties.

RELATIONSHIP WITH CONTRACTORS – REL shall not at any time supervise, direct, control, or have authority over any contractor's work, nor will REL have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. REL shall not be responsible for the acts or omissions of any contractor. REL shall have no authority to stop the work of any contractor on the Project.

LIMITATION OF LIABILITY – To the fullest extent permitted by law, the total liability, in the aggregate, of REL and its officers, directors, members, partners, agents, employees, or REL's independent professional associates and consultants, to Client, and anyone claiming through or under Client, for any claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way relating to this Project or Contract, from any cause or causes, including but not limited to tort (including negligence and professional errors and omissions), strict liability, breach of contract, or breach of warranty, shall be limited to (1) responsibility for payment of all or the applicable portion of any deductibles, either directly to REL's insurers or in settlement or satisfaction, in whole or in part, of Client's Claims, and (2) total available insurance proceeds paid on behalf of or to REL by REL's insurers in settlement or satisfaction of

Client's Claims under the terms and conditions of REL's applicable insurance policies up to the amount of insurance required under this Agreement.

Such limitation will not be reduced, increased, or adjusted on account of legal fees paid, or costs and expenses of investigation, claims adjustment, defense, or appeal. If no such insurance coverage is provided with respect to Client's Claims, then the total liability, in the aggregate, of REL and REL's officers, directors, members, partners, agents, employees, or REL's independent professional associates and consultants, to Client and anyone claiming by, through, or under Client, for any and all such uninsured Client's Claims will not exceed **\$50,000**.

The Client may negotiate a higher limitation of liability for an additional fee, which is necessary to compensate for the greater risk assumed by REL.

INSURANCE – REL shall maintain insurance coverage for Professional, Commercial General, Automobile, Worker's Compensation and Employer's Liability in amounts in accordance with any legal requirements and REL's business requirements. Certificates of Insurance shall be provided by REL upon written request.

INDEMNIFICATION – To the fullest extent permitted by Laws and Regulations, REL shall indemnify and hold harmless Client, and Client's officers, directors, members, partners, agents, and employees, from losses, damages, and judgments (including reasonable consultants' and attorneys' fees and expenses) arising from third-party claims or actions relating to a Specific Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of REL or REL's officers, directors, members, partners, agents, employees, or REL's independent professional associates and consultants. The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor unless such obligation is expressly stated. To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, will not exceed the percentage share that the party's negligence bears to the total negligence of Client, REL, and all other negligent entities and individuals. This indemnification provision is subject to and limited by the provisions included above in "Limitation of Liability."

MUTUAL WAIVER – To the fullest extent permitted by Laws and Regulations, Client and REL waive against each other, and the other's officers, directors, members, partners, agents, employees, or other independent professional associates and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement from any cause or causes. Such excluded damages include but are not limited to loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; and cost of capital.

GOVERNING LAW, JURISDICTION & VENUE – This Agreement shall be governed by, and construed in accordance with, the laws of the State of Illinois. Further, the parties agree and consent to the exclusive jurisdiction of the courts of the State of Illinois for all purposes regarding this Agreement and that venue of any action brought hereunder shall be exclusively in Cook County, IL.

NON-ENFORCEMENT – A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

ASSIGNMENT – A party shall not assign its rights or obligations pursuant to this Agreement without the express written permission and consent of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.

SURVIVAL – All express representations, waivers, indemnifications, and limitations of liability included in this Agreement shall survive its completion or termination for any reason.

THIRD PARTIES - Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or REL to any Contractor, Contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement shall be for the sole and exclusive benefit of Client and REL and not for the benefit of any other party.

SEVERABILITY - Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and REL, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that expresses the intention of the stricken provision.

STATUTE OF LIMITATIONS – To the fullest extent permitted by law, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence to run, no later than the date of Substantial Completion of this Agreement.

CONFLICTS - If a conflict exists between the Agreement provisions and these Standard Terms and Conditions then these Standard Terms and Conditions shall prevail and control.

DIGITAL TRANSMISSIONS – The parties agree that each may rely, without investigation, upon the genuineness and authenticity of any document, including any signature or purported signature, transmitted digitally, without reviewing or requiring receipt of the original document. Each document or signature so transmitted shall be deemed an enforceable original. Upon request, the transmitting party agrees to provide the receiving party with the original document transmitted digitally; however, the parties agree that the failure of either party to comply with such a request shall in no way affect the genuineness, authenticity, or enforceability of the document. Each party waives and relinquishes as a defense to the formation or enforceability of any contract between the parties, or provision thereof the fact that a digital transmission was used.

COMPLIANCE WITH FREEDOM OF INFORMATION AND OPEN MEETING ACTS - REL and (if applicable) REL's independent professional associates or consultants may be required to produce documents and emails as part of the Freedom of Information Act and Open Meetings Act (Illinois Public Act 96-0542), or from a court ordered subpoena. Requests of this nature are beyond the control of REL and are specifically not included in this contract. REL will notify the Client of any request received on behalf of this contract and will invoice the Client for time and materials at the published rates in effect at the time of the request.

TERMS OF PAYMENT – As it applies to county, township, municipality, municipal corporation, school district, school board, forest preserve district, park district, fire protection district, sanitary district and all other local governmental units, the Illinois Prompt Payment Act (30 ILCS 540 et seq) shall apply. For Clients not covered by the Illinois Prompt Payment Act (30 ILCS 540 et seq), Client recognizes that late payment of invoices results in extra expenses for REL and (if applicable) REL's independent professional associates or consultants. As such, REL and (if applicable) REL's independent professional associates or consultants retains the right to assess Client interest at a rate of one percent (1%) per month, but not to exceed the maximum rate provided for by law, on invoices which are not paid within thirty (30) days from the date of the invoice. Also, Client agrees to pay reasonable attorney and collection fees incurred by REL in the collection of Client's past due amounts. In the event undisputed portions of REL's invoices are not paid when due, REL reserves the right to suspend the performance of its services under this Agreement until all past due amounts including services, expenses, assessed charges, reasonable attorney and collection fees, have been paid in full. Client waives any and all claims against REL for any such suspension.

Client's Initial: _____ Date: _____

EXHIBIT B

Fee Schedule

**Attached to Proposal Engineering
Services Agreement**

EXHIBIT B

2025 Standard Billing Rates - Effective January 1, 2025

Billing Rates

Classification	Rate
Principal Engineer 1	\$223.00
Senior Project Manager 1 / 2	\$203.00 / \$213.00
Senior Engineer 1 / 2 / 3	\$179.00 / \$193.00 / \$201.00
Project Engineer 1 / 2 / 3 / 4	\$143.00 / \$151.00 / \$161.00 / \$172.00
Project Manager 1 / 2 / 3	\$151.00 / \$159.00 / \$169.00
Engineering Technician	\$143.00
Chief Land Surveyor	\$179.00
Land Surveyor 1 / 2 / 3	\$137.00 / \$154.00 / \$167.00
Surveying Technologist 1 / 2	\$121.00 / \$137.00
Senior Planner	\$169.00
Planner	\$148.00
Senior Project Scientist	\$167.00
Grant Writer 1 / 2	\$104.00 / \$123.00
Project Developer 1 / 2 / 3	\$121.00 / \$162.00 / \$185.00
GIS Coordinator	\$179.00
GIS Developer	\$147.00
GIS Technologist	\$119.00
CAD Manager	\$169.00
CAD Designer	\$148.00
CAD Technologist 1 / 2	\$112.00 / \$128.00
Resident Engineer 1 / 2 / 3	\$143.00 / \$159.00 / \$171.00
Resident Engineering Representative 1 / 2 / 3	\$142.00 / \$148.00 / \$156.00
Field Superintendent	\$189.00
Assistant Field Superintendent	\$178.00
Field Crew Chief	\$142.00
Field Crew Member 1 / 2	\$91.00 / \$108.00
Operations Manager	\$159.00
Operations Coordinator	\$114.00
Operator 1 / 2 / 3	\$98.00 / \$104.00 / \$111.00
IT Technologist / IT Coordinator	\$121.00 / \$162.00
Administrative 1 / 2	\$91.00 / \$103.00
Project Administration	\$119.00
Intern / Engineering Intern	\$60.00
1 Man Field Crew - Prevailing Wage*	\$189.00
2 Man Field Crew - Prevailing Wage*	\$316.00

• Rates are subject to revision on or after 1/1/2026.

• Reimbursable Expenses at a factor of 1.10. Sub-Consultant Fee Markup at 10%

• *Estimated Illinois prevailing wage rate for covered work based on recent Department of Labor Davis Bacon clarification.



EXHIBIT C

Required Insurance

Engineer shall procure and maintain insurance as set forth below. Engineer shall cause Owner to be listed as an additional insured on any applicable general liability insurance policy carried by Engineer. Village would request insurance at \$2 million/\$5 million and umbrella of \$10 million.

• Workers' Compensation:	Statutory
• Employer's Liability – Each Accident:	\$ 1,000,000
• General Liability –	
• Each Occurrence (Bodily Injury and Property Damage)	\$ 1,000,000
• General Aggregate:	\$ 2,000,000
• Excess or Umbrella Liability --	
• Each Occurrence:	\$ 3,000,000
• General Aggregate:	\$ 3,000,000
• Automobile Liability --Combined Single Limit	
• (Bodily Injury and Property Damage): Each Accident	\$ 1,000,000
• Professional Liability –	
• Each Claim Made	\$ 2,000,000
• Annual Aggregate	\$ 2,000,000

EXHIBIT D

Insurance Certificate



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/26/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C No. Ext): 1-877-945-7378 FAX (A/C No.): 1-888-467-2378 E-MAIL ADDRESS: certificates@wtwco.com															
INSURED Robinson Engineering Ltd 10045 W. Lincoln Highway Frankfort, IL 60423	<table border="1"> <thead> <tr> <th data-bbox="816 426 1430 447">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1438 426 1560 447">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="816 453 1430 474">INSURER A: National Fire Insurance Company of Hartford</td> <td data-bbox="1438 453 1560 474">20478</td> </tr> <tr> <td data-bbox="816 480 1430 501">INSURER B: Valley Forge Insurance Company</td> <td data-bbox="1438 480 1560 501">20508</td> </tr> <tr> <td data-bbox="816 508 1430 529">INSURER C: Continental Insurance Company</td> <td data-bbox="1438 508 1560 529">35289</td> </tr> <tr> <td data-bbox="816 535 1430 556">INSURER D: Global Aerospace Inc</td> <td data-bbox="1438 535 1560 556">B1180</td> </tr> <tr> <td data-bbox="816 562 1430 583">INSURER E: State National Insurance Company Inc</td> <td data-bbox="1438 562 1560 583">12831</td> </tr> <tr> <td data-bbox="816 590 1430 611">INSURER F: Continental Casualty Company</td> <td data-bbox="1438 590 1560 611">20443</td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: National Fire Insurance Company of Hartford	20478	INSURER B: Valley Forge Insurance Company	20508	INSURER C: Continental Insurance Company	35289	INSURER D: Global Aerospace Inc	B1180	INSURER E: State National Insurance Company Inc	12831	INSURER F: Continental Casualty Company	20443
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INSURER F: Continental Casualty Company	20443															

COVERAGES

CERTIFICATE NUMBER: W37057297

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	Y Y	7063767699	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	Y Y	7063767704	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000		7063767718	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	7063767721	01/01/2025	01/01/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Aviation Liability		9043822	01/08/2025	01/08/2026	General Aggregate \$1,000,000 Each Occurrence \$1,000,000

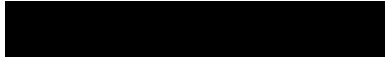
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

This Voids and Replaces Previously Issued Certificate Dated 12/26/2024 WITH ID: W37052629.

SEE ATTACHED

CERTIFICATE HOLDER

CANCELLATION

Village of Tinley Park 16250 S. Oak Park Avenue Tinley Park, IL 60477	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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ACORD 25 (2016/03)

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SR ID: 26995856

BATCH: 3754945



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Towers Watson Midwest, Inc.		NAMED INSURED Robinson Engineering Ltd 10045 W. Lincoln Highway Frankfort, IL 60423	
POLICY NUMBER See Page 1		EFFECTIVE DATE: See Page 1	
CARRIER See Page 1	NAIC CODE See Page 1		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Village of Tinley Park and its officers, officials, Village President and Board of Trustees, agents, employees, volunteers, representatives, assigns, successors, and attorneys. are included as an Additional Insured as respects to General Liability and Auto Liability.

General Liability and Auto Liability shall be Primary and Non-Contributory with any other insurance in force for or which may be purchased by the Additional Insureds.

Waiver of Subrogation applies in favor of the Additional Insureds with respects to General Liability, Auto Liability and Workers Compensation as permitted by law.

INSURER AFFORDING COVERAGE: State National Insurance Company Inc NAIC#: 12831
 POLICY NUMBER: EHJ-ADN01190834 EFF DATE: 01/01/2025 EXP DATE: 01/01/2026

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Cyber Liability	Aggregate	\$1,000,000

INSURER AFFORDING COVERAGE: Continental Casualty Company NAIC#: 20443
 POLICY NUMBER: AEH591973692 EFF DATE: 01/01/2025 EXP DATE: 01/01/2026

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Professional Liability	Per claim	\$5,000,000
	Aggregate	\$5,000,000



Interoffice Memo

Date: April 3, 2025

To: Pat Carr – Village Manager
Hannah Lipman – Assistant Village Manager
John Urbanski – Public Works Director

From: Kyle Vester, PE – Village Engineer

Subject: General Design and Construction Engineering Services – Christopher B. Burke Engineering, Ltd.

Prepared for Committee of the Whole and Village Board Meeting for consideration and possible action.

Description: Christopher B. Burke Engineering, Ltd. (CBBEL) provides the Village various Engineering services under an existing Professional Services Agreement (PSA) that was renewed effective May 2024, originally approved in June 2022, and expires effective April 30, 2025.

CBBEL has provided excellent engineering design and construction engineering services, continually exceeding expectations. This new agreement includes annual rate increases as agreed upon with Staff and CBBEL and is effective through April 30, 2028. See the attached for additional information.

Staff Direction Request:

1. Approve the General Design and Construction Engineering Services Agreement between the Village and Christopher B. Burke Engineering, Ltd.
2. Direct Staff as necessary.

Attachments:

Christopher B. Burke Engineering, Ltd Professional Service Agreement for General Design and Construction Engineering Services

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into this day of , 2025 ("Effective Date"), between the Village of Tinley Park, Illinois "(Village)", located at 16250 South Oak Park Avenue, Tinley Park, IL 60477, and Robinson Engineering, Ltd. ("Consultant"), collectively the "Parties" for the following project:

I. Services

- A. Consultant agrees to provide, as an independent contractor to the Village, the professional services included in Exhibit A, attached hereto and made a part hereof, as well as such other or incidental services as may be necessary to carry out said professional services, as well as any other professional services requested by the Village as mutually agreed to by the parties (hereafter the "Service"). The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality in compliance with applicable laws, ordinances and regulations. The express terms of this Agreement shall take precedence and control over any term or provision of any Exhibit that in any way conflicts with, differs from, or attempts to alter the terms of this Agreement.
- The Services shall be provided by employees of Consultant, who are experienced, certified, and/or qualified and licensed, to the extent necessary to perform said Services in the State of Illinois.
 - It is understood and agreed by the parties that the Consultant is an independent contractor retained for the above-mentioned purpose. The Village shall not control the manner nor the means of the Consultant's performance, but shall be entitled to a work product as described herein. The term "subconsultant" shall mean and include only those hired by and having a direct contract with Consultant for performance of work on the Project. The Village shall have no responsibility to any subconsultant employed by a Consultant for performance of work on the Project, and all subconsultants and material suppliers shall look exclusively to the Consultant for any payments due. The Village will **not** be responsible for reporting or paying employment taxes or other similar levies that may be required by the United States Internal Revenue Service or other State or Federal agencies. Every subconsultant shall be bound by the terms and provisions of this Contract as far as applicable to their work. The Consultant shall be fully responsible to the Village for the acts and omissions of its subconsultants, and shall ensure that any subconsultants perform in accordance with the requirements of this Agreement. Nothing contained herein shall create any contractual or employment relations between any subconsultant and the Village. The Consultant is solely responsible for the safety procedures, programs and methods of its employees and agents and shall hold the Village harmless for any and all damages resulting from violations thereof. Conversely, the Consultant shall not coordinate, supervise and direct any portions of the Work for what they are not responsible for and shall not be responsible for, nor have control over, construction means, methods, techniques, sequences and procedures, safety, and security for any party they are not responsible for. The Consultant shall comply will all applicable federal, State and local safety laws and regulations.

II. COMPENSATION

Consultant will be compensated based upon the fee schedule attached hereto as Exhibit B.

III. INDEMNIFICATION AND HOLD HARMLESS

Consultant will indemnify and hold harmless, protect and defend, at its own cost and expense, the Village, its officers, officials, Village President and Board of Trustees, agents, employees, volunteers, representatives, assigns, successors, transferees, licensees, invitees, attorneys, or other persons or property standing in the interest of the Village, from any and all risks, lawsuits, actions, damages, losses, expenses (including attorneys' fees), claims, or liabilities of any character, brought because of any death, injuries or damages received or sustained by any person, persons, or property on account of any negligent act or omission by the Consultant, its officers, agents and/or employees, including any of its subconsultants, arising out of or in performance of any provision of this Agreement, including any claims or amounts arising or recovered under the Workers' Compensation Act or any other law, ordinance, order or decree.

In the event such claims, losses, damages, or expenses are legally determined to be caused by joint or concurrent negligence, they shall be borne by each party in proportion to its own negligence under comparative fault principles.

With respect to the aforementioned duty to protect and defend, this shall apply for non-professional services that are performed and to the extent covered by the Consultant's General Liability policy. The Duty to Defend does not apply to professional services that are performed which are not covered by the Consultant's Professional Liability policy.

IV. INSURANCE

During the term of this Agreement, Consultant shall provide and maintain the types of insurance set forth in Exhibit C, written on the comprehensive form and as "occurrence" policies, primary to any insurance of the Village, in not less than the specified amounts.

Consultant shall furnish to the Village, prior to commencing any activities under this Agreement, and annually thereafter, satisfactory proof of the above insurance requirements by a reliable insurance company or companies authorized to do business in Illinois. Such proof shall consist of certificates executed by the respective insurance companies and attached to this Agreement as Exhibit D. Said certificates shall list the Village and its officers, officials, Village President and Board of Trustees, agents, employees, volunteers, representatives, assigns, successors, and attorneys, as additional insureds on all required insurance policies.

Consultant shall procure and maintain insurance as required by and set forth in the previous paragraph of this Agreement. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate of Consultant and Consultant's officers, members, directors, partners, agents, employees, and Subconsultants to Village and anyone claiming by, through, or under Village for any and all claims, losses, costs, or damages whatsoever arising out of resulting from or in any way related to the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied, of Consultant or Consultant's officers,

members, directors, partners, agents, employees, or Subconsultants (hereafter "Village's Claims"), shall not exceed the total insurance proceeds paid on behalf of or to Consultant by Consultant's insurers in settlement or satisfaction of Village's Claims under the terms and conditions of Consultant's insurance policies applicable thereto (excluding fees, costs, and expenses of investigation, claims adjustment, defense, and appeal). If no such insurance coverage is provided with respect to Village's Claims, then the total liability, in the aggregate of Consultant and Consultant's officers, members, directors, partners, agents, employees, and Subconsultants to Village and anyone claiming by, through, or under Village for any and all such uninsured Village's claims shall not be limited.

V. WARRANTY

Consultant represents to the Village that it has the experience and ability to perform the services required by this Agreement, that it will perform said services in accordance with the Standard of Care presented in Section 1.A, and that it has the power to enter into and perform this Agreement.

VI. NOTICE

Except to the extent that verbal notice is otherwise permitted herein, proper notice may be given by personal service or certified or registered mail to:

Robinson Engineering Ltd.

10045 W. Lincoln Highway

Frankfort, IL 60423

OR TO:

Village of Tinley Park

Village Manager

16250 South Oak Park Avenue

Tinley Park IL. 60477

Notice shall be effective upon the date of receipt by personal service or as evidenced by a valid return receipt. The name and/or address to which notice is required may be amended at any time by written notice to the other party as provided herein.

VII. INTERPRETATION

This Agreement provides for services to be performed within the State of Illinois. Accordingly, this Agreement, and all questions of interpretation, construction and enforcement hereof, and all controversies hereunder, shall be governed by the applicable statutory and common law of the State of Illinois. The parties agree that for the purpose of any litigation relative to this Agreement and its enforcement, venue shall be in the Circuit Court of Cook County, Illinois and the parties' consent to the in personam jurisdiction of said Court for any such action or proceeding.

VIII. WAIVER

The waiver of one party of any breach of this Agreement or the failure of one party to enforce any provisions hereof, shall be limited to the particular instance and shall not operate to bar or be deemed a waiver of enforcing against other or future breaches.

IX. SEVERABILITY

If any provision of this Agreement is found to be invalid, illegal or unenforceable, that provision shall be severable from the rest of this Agreement and the validity, legality and enforceability of the remaining provisions will in no way be affected or impaired.

X. ENTIRE UNDERSTANDING

This Agreement sets forth all of the entire understanding of the parties relative to the subject hereof and supersedes any and all prior agreements, express or implied, oral or written. No amendment or modification of this Agreement shall be effective unless reduced to writing and executed by the parties.

XI. TERMINATION

This Agreement may be terminated, in whole or in part, by either party if the other party fails to fulfill its obligations under this Agreement through no fault of the terminating party. The Village may terminate this Agreement, in whole or in part, for its convenience.

IN WITNESS WHEREOF, the Village of Tinley Park and (Insert Consultant), have executed this Agreement.

VILLAGE OF TINLEY PARK

By: _____
Village President

DATE: _____

ROBINSON ENGINEERING LTD.

By: _____
Its: Director of Operations

DATE: 4/4/25

CERTIFICATIONS BY CONSULTANT

Eligibility to Contract

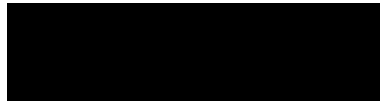
The undersigned hereby certifies that the Consultant is not barred from bidding on or entering into this contract as a result of a violation of either the bid-rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

Van Calombaris, PE

Name of Consultant (please print)

Director of Operations

Title



Submitted by (signature)

Certificate of Compliance with Illinois Human Rights Act

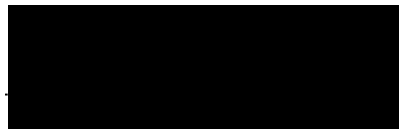
The undersigned hereby certifies that the Consultant is in compliance with Title 7 of the 1964 Civil Rights Act as amended and the Illinois Human Rights Act as amended.

Van Calombaris, PE

Name of Consultant (please print)

Director of Operations

Title



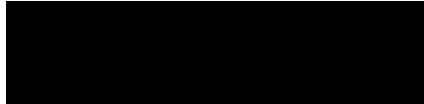
Submitted by (signature)

Certificate of Compliance with Illinois Drug-Free Workplace Act

The undersigned, **having 25 or more employees**, does hereby certify pursuant to section 3 of the Illinois Drug Free Workplace Act (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of the work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that it is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

Van Calombaris, PE

Name of Consultant (please print)



Submitted by (signature)

Director of Operations

Title

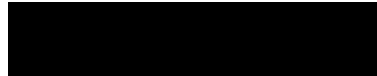
Certificate Regarding Sexual Harassment Policy

The undersigned does hereby certify pursuant to section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that it has a written sexual harassment policy that 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) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) direction on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

The undersigned also certifies that Consultant is in compliance with all other applicable laws and regulations regarding its performance of this Agreement.

Van Calombaris, PE

Name of Consultant (please print)



Submitted by (signature)

Director of Operations

Title

EXHIBIT A

Scope of Professional Services

Work as specified and approved by the Village of Tinley Park in the Proposal for Professional Engineering Services for 175th Street Construction Engineering Services – Supplemental Agreement, dated 4/4/25.



4/4/25

Project 16-R0402.04

To: Village of Tinley Park
16250 S. Oak Park Avenue
Tinley Park, IL 60477

Attn: Mr. Colby Zemaitis, PE, CFM
Assistant Director of Public Works

RE: **Proposal for Professional Engineering Services**
175th Street Construction Engineering Services – Supplemental Agreement

Dear Mr. Zemaitis:

Robinson Engineering, Ltd. (REL) is pleased to present a proposal to perform professional engineering services associated with the improvements to 175th St., Ridgeland Ave., and Oak Forest Ave. located within the Village of Tinley Park (Village). We take great pride in partnering with our clients to achieve their goals, and sincerely appreciate the opportunity to offer our expertise and dedication on this project.

Included in this proposal are the following: Project Overview, Scope of Services, Payment Terms, and Standard Terms and Conditions. REL's Standard Terms and Conditions should be considered as an integral part of this proposal.

1. PROJECT OVERVIEW

The Village has entered into an Intergovernmental Agreement with Cook County to take jurisdiction of 175th St. from Oak Park Ave. to Ridgeland Ave. and of Ridgeland Ave. from 175th St. to Oak Forest Ave. upon completion of roadway and utility improvements in this area. While the County is paying for all of the roadway reconstruction costs, the Village is responsible for paying for certain necessary infrastructure improvements that are not necessarily tied to the actual reconstruction of the roadways.

These improvements include new street lighting, new water main, rehabilitated sanitary sewer and force main, and improvements to Freedom Pond. The approximate construction cost for these Village improvements is \$5,500,000. Although the County will provide Construction Engineering services as part of the overall project, the Village would like to ensure that these improvements have the proper oversight and thus, would like to have REL provide periodic construction observation of said improvements.

The Village has also requested that REL provide periodic inspection on the roadway reconstruction improvements as well, since ultimately the Village will be responsible for said improvements after Village acceptance.

2. SCOPE OF SERVICES

A. Construction Engineering

For the project REL will perform construction engineering services consisting of the following:

- Attendance at monthly project status meetings with County.
- Coordination with the Village.
- Submittal review as necessary and only as directed by the Village.
- Responses to Contractor inquiries as necessary and only as directed by the Village.
- Make visits to the Site at intervals appropriate to the various stages of the Work, as Engineer deems necessary, to observe as an experienced and qualified design professional, the progress of Contractor's executed Work. Such visits and observations by Engineer, if any, are not intended to be exhaustive or to extend to every aspect of the Work or to involve detailed inspections of the Work beyond the responsibilities specifically assigned to Engineer in this Agreement and the Construction Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment. Based on information obtained during such visits and observations, Engineer will determine in general if the Work is proceeding in accordance with the Construction Contract Documents, and Engineer shall keep Owner informed of the progress of the Work. Engineer will make a report of Engineer's visit, summarizing Engineer's general observations and any significant findings.

3. PAYMENT TERMS

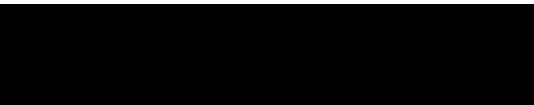
REL proposes to perform the services as described above in B. of the Scope of Services on an hourly basis with a not to exceed figure of \$165,000 for the Village's upcoming fiscal year (through April 30, 2026). A subsequent agreement will be necessary for the continuous of Construction Engineering services for the duration of the project for the Village's following fiscal year.

4. STANDARD TERMS AND CONDITIONS

The Standard Terms and Conditions for this proposal are attached hereto and incorporated herein.

Again, we thank you for the opportunity to submit this proposal for your consideration. Please feel free to call me at (815) 412-2014 or email me at vcalombaris@reltd.com with any questions regarding this proposal, or if any additional information is needed.

Very truly yours,
ROBINSON ENGINEERING, LTD.



Van Calombaris, PE
Director of Operations

ACCEPTED AND APPROVED:
VILLAGE OF TINLEY PARK, ILLINOIS

By: _____
Signature

By: _____
Printed Name

Title: _____

Date: _____

ROBINSON ENGINEERING, LTD ("REL")

STANDARD TERMS AND CONDITIONS

CONTRACT – These Standard Terms and Conditions may be amended, added to, superseded, or waived only if both REL and Client specifically agree in writing to any amendment of these Terms and Conditions ("Agreement").

STANDARD OF CARE - The standard of care for all professional engineering, survey or related professional services performed or furnished by REL under this Agreement will be the care and skill ordinarily used by members of the same profession practicing under similar circumstances at the same time and in the same locality. REL makes no warranties, express or implied, under this Agreement or otherwise, in connection with REL's services on this Project.

RELIANCE – REL may, without liability, rely on the accuracy and completeness of information provided by Client, Client's consultants and any contractors, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards without the need for verification.

CHANGES IN SCOPE – The proposed fees constitute REL's estimate to perform the services required to complete the Project. However, all required services are not always definable in the initial planning. Accordingly, circumstances may dictate a change in the scope of services to be performed. Where this occurs, changes in the Agreement shall be negotiated, an equitable adjustment shall be made to REL's compensation and agreed to in writing by REL and Client.

DELAYS – REL shall complete its obligations within a reasonable time. If, through no fault of REL, such periods of time or dates are changed, or the orderly and continuous progress of REL's services is impaired, or REL's services are delayed or suspended, then the time for completion of REL's services, and the rates and amounts of REL's compensation, shall be adjusted equitably.

RIGHT OF ENTRY – Client agrees to obtain legal right-of-entry on the property when entry to property is required by the work of this Agreement.

ENVIRONMENTAL CONDITIONS OF SITE - REL's scope of services does not include any services related to any environmental issues related to the site including petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, or regulated by any Federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning any hazardous, toxic, or dangerous waste, substance, or material.

SUSPENSION & TERMINATION – Client may suspend the Project upon seven (7) days written notice to REL. If REL's services are substantially delayed through no fault of REL, REL may suspend services after giving seven (7) days written notice to Client. Either party may terminate this agreement upon thirty (30) days written notice to the other party in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. If the project resumes after being suspended 30 days or more, the contract fee may be re-negotiated to reflect costs of delay, start-up, and other costs.

Client shall remain liable for and shall promptly pay REL and (if applicable) REL's independent professional associates or consultants for all services rendered to the date of such suspension/termination of services plus suspension/termination charges incurred by REL or REL's independent professional associates or consultants. Suspension/termination charges may include, but not be limited to, salaries, overhead, and fee, incurred by REL or REL's independent professional associates or consultants either before or after the termination date.

OPINION OF PROBABLE COSTS – REL's opinions of probable Construction Cost (if any) are to be made on the basis of REL's experience, qualifications, and general familiarity with the construction industry. However, because REL has no control over the cost of labor, materials, equipment, or services furnished by

others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, REL cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by REL. If Client requires greater assurance as to probable Construction Cost, then Client agrees to obtain an independent cost estimate.

REUSE OF PROJECT DOCUMENTS – All Documents are instruments of service, and REL owns the Documents, including all associated copyrights and the right of reuse at the discretion of REL. REL shall continue to own the Documents and all associated rights whether or not the Specific Project is completed. Client may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Specific Project. REL grants Client a limited license to use the Documents on the Specific Project, extensions of the Specific Project, and for related uses of the Client, subject to receipt by REL of full payment due and owing for all services relating to preparation of the Documents, and subject to the following limitations:

- Client acknowledges that such Documents are not intended or represented to be suitable for use on the Specific Project unless completed by REL, or for use or reuse by Client or others on extensions of the Specific Project, on any other project, or for any other use or purpose, without written verification or adaptation by REL;
- Any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by REL, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to REL or to its officers, directors, members, partners, agents, employees, and REL's independent professional associates or consultants;
- Client shall indemnify and hold harmless REL and its officers, directors, members, partners, agents, employees, and REL's independent professional associates or consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the Documents without written verification, completion, or adaptation by REL; and
- Such limited license to Client shall not create any rights in third parties.

RELATIONSHIP WITH CONTRACTORS – REL shall not at any time supervise, direct, control, or have authority over any contractor's work, nor will REL have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. REL shall not be responsible for the acts or omissions of any contractor. REL shall have no authority to stop the work of any contractor on the Project.

LIMITATION OF LIABILITY – To the fullest extent permitted by law, the total liability, in the aggregate, of REL and its officers, directors, members, partners, agents, employees, or REL's independent professional associates and consultants, to Client, and anyone claiming through or under Client, for any claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way relating to this Project or Contract, from any cause or causes, including but not limited to tort (including negligence and professional errors and omissions), strict liability, breach of contract, or breach of warranty, shall be limited to (1) responsibility for payment of all or the applicable portion of any deductibles, either directly to REL's insurers or in settlement or satisfaction, in whole or in part, of Client's Claims, and (2) total available insurance proceeds paid on behalf of or to REL by REL's insurers in settlement or satisfaction of

Client's Claims under the terms and conditions of REL's applicable insurance policies up to the amount of insurance required under this Agreement.

Such limitation will not be reduced, increased, or adjusted on account of legal fees paid, or costs and expenses of investigation, claims adjustment, defense, or appeal. If no such insurance coverage is provided with respect to Client's Claims, then the total liability, in the aggregate, of REL and REL's officers, directors, members, partners, agents, employees, or REL's independent professional associates and consultants, to Client and anyone claiming by, through, or under Client, for any and all such uninsured Client's Claims will not exceed **\$50,000**.

The Client may negotiate a higher limitation of liability for an additional fee, which is necessary to compensate for the greater risk assumed by REL.

INSURANCE – REL shall maintain insurance coverage for Professional, Commercial General, Automobile, Worker's Compensation and Employer's Liability in amounts in accordance with any legal requirements and REL's business requirements. Certificates of Insurance shall be provided by REL upon written request.

INDEMNIFICATION – To the fullest extent permitted by Laws and Regulations, REL shall indemnify and hold harmless Client, and Client's officers, directors, members, partners, agents, and employees, from losses, damages, and judgments (including reasonable consultants' and attorneys' fees and expenses) arising from third-party claims or actions relating to a Specific Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of REL or REL's officers, directors, members, partners, agents, employees, or REL's independent professional associates and consultants. The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor unless such obligation is expressly stated. To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, will not exceed the percentage share that the party's negligence bears to the total negligence of Client, REL, and all other negligent entities and individuals. This indemnification provision is subject to and limited by the provisions included above in "Limitation of Liability."

MUTUAL WAIVER – To the fullest extent permitted by Laws and Regulations, Client and REL waive against each other, and the other's officers, directors, members, partners, agents, employees, or other independent professional associates and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement from any cause or causes. Such excluded damages include but are not limited to loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; and cost of capital.

GOVERNING LAW, JURISDICTION & VENUE – This Agreement shall be governed by, and construed in accordance with, the laws of the State of Illinois. Further, the parties agree and consent to the exclusive jurisdiction of the courts of the State of Illinois for all purposes regarding this Agreement and that venue of any action brought hereunder shall be exclusively in Cook County, IL.

NON-ENFORCEMENT – A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

ASSIGNMENT – A party shall not assign its rights or obligations pursuant to this Agreement without the express written permission and consent of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.

SURVIVAL – All express representations, waivers, indemnifications, and limitations of liability included in this Agreement shall survive its completion or termination for any reason.

THIRD PARTIES - Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or REL to any Contractor, Contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement shall be for the sole and exclusive benefit of Client and REL and not for the benefit of any other party.

SEVERABILITY - Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and REL, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that expresses the intention of the stricken provision.

STATUTE OF LIMITATIONS – To the fullest extent permitted by law, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence to run, no later than the date of Substantial Completion of this Agreement.

CONFLICTS - If a conflict exists between the Agreement provisions and these Standard Terms and Conditions then these Standard Terms and Conditions shall prevail and control.

DIGITAL TRANSMISSIONS – The parties agree that each may rely, without investigation, upon the genuineness and authenticity of any document, including any signature or purported signature, transmitted digitally, without reviewing or requiring receipt of the original document. Each document or signature so transmitted shall be deemed an enforceable original. Upon request, the transmitting party agrees to provide the receiving party with the original document transmitted digitally; however, the parties agree that the failure of either party to comply with such a request shall in no way affect the genuineness, authenticity, or enforceability of the document. Each party waives and relinquishes as a defense to the formation or enforceability of any contract between the parties, or provision thereof the fact that a digital transmission was used.

COMPLIANCE WITH FREEDOM OF INFORMATION AND OPEN MEETING ACTS - REL and (if applicable) REL's independent professional associates or consultants may be required to produce documents and emails as part of the Freedom of Information Act and Open Meetings Act (Illinois Public Act 96-0542), or from a court ordered subpoena. Requests of this nature are beyond the control of REL and are specifically not included in this contract. REL will notify the Client of any request received on behalf of this contract and will invoice the Client for time and materials at the published rates in effect at the time of the request.

TERMS OF PAYMENT – As it applies to county, township, municipality, municipal corporation, school district, school board, forest preserve district, park district, fire protection district, sanitary district and all other local governmental units, the Illinois Prompt Payment Act (30 ILCS 540 et seq) shall apply. For Clients not covered by the Illinois Prompt Payment Act (30 ILCS 540 et seq), Client recognizes that late payment of invoices results in extra expenses for REL and (if applicable) REL's independent professional associates or consultants. As such, REL and (if applicable) REL's independent professional associates or consultants retains the right to assess Client interest at a rate of one percent (1%) per month, but not to exceed the maximum rate provided for by law, on invoices which are not paid within thirty (30) days from the date of the invoice. Also, Client agrees to pay reasonable attorney and collection fees incurred by REL in the collection of Client's past due amounts. In the event undisputed portions of REL's invoices are not paid when due, REL reserves the right to suspend the performance of its services under this Agreement until all past due amounts including services, expenses, assessed charges, reasonable attorney and collection fees, have been paid in full. Client waives any and all claims against REL for any such suspension.

Client's Initial: _____ Date: _____

EXHIBIT B

Fee Schedule

**Attached to Proposal Engineering
Services Agreement**

EXHIBIT B

2025 Standard Billing Rates - Effective January 1, 2025

Billing Rates

Classification	Rate
Principal Engineer 1	\$223.00
Senior Project Manager 1 / 2	\$203.00 / \$213.00
Senior Engineer 1 / 2 / 3	\$179.00 / \$193.00 / \$201.00
Project Engineer 1 / 2 / 3 / 4	\$143.00 / \$151.00 / \$161.00 / \$172.00
Project Manager 1 / 2 / 3	\$151.00 / \$159.00 / \$169.00
Engineering Technician	\$143.00
Chief Land Surveyor	\$179.00
Land Surveyor 1 / 2 / 3	\$137.00 / \$154.00 / \$167.00
Surveying Technologist 1 / 2	\$121.00 / \$137.00
Senior Planner	\$169.00
Planner	\$148.00
Senior Project Scientist	\$167.00
Grant Writer 1 / 2	\$104.00 / \$123.00
Project Developer 1 / 2 / 3	\$121.00 / \$162.00 / \$185.00
GIS Coordinator	\$179.00
GIS Developer	\$147.00
GIS Technologist	\$119.00
CAD Manager	\$169.00
CAD Designer	\$148.00
CAD Technologist 1 / 2	\$112.00 / \$128.00
Resident Engineer 1 / 2 / 3	\$143.00 / \$159.00 / \$171.00
Resident Engineering Representative 1 / 2 / 3	\$142.00 / \$148.00 / \$156.00
Field Superintendent	\$189.00
Assistant Field Superintendent	\$178.00
Field Crew Chief	\$142.00
Field Crew Member 1 / 2	\$91.00 / \$108.00
Operations Manager	\$159.00
Operations Coordinator	\$114.00
Operator 1 / 2 / 3	\$98.00 / \$104.00 / \$111.00
IT Technologist / IT Coordinator	\$121.00 / \$162.00
Administrative 1 / 2	\$91.00 / \$103.00
Project Administration	\$119.00
Intern / Engineering Intern	\$60.00
1 Man Field Crew - Prevailing Wage*	\$189.00
2 Man Field Crew - Prevailing Wage*	\$316.00

• Rates are subject to revision on or after 1/1/2026.

• Reimbursable Expenses at a factor of 1.10. Sub-Consultant Fee Markup at 10%

• *Estimated Illinois prevailing wage rate for covered work based on recent Department of Labor Davis Bacon clarification.



EXHIBIT C

Required Insurance

Engineer shall procure and maintain insurance as set forth below. Engineer shall cause Owner to be listed as an additional insured on any applicable general liability insurance policy carried by Engineer. Village would request insurance at \$2 million/\$5 million and umbrella of \$10 million.

• Workers' Compensation:	Statutory
• Employer's Liability – Each Accident:	\$ 1,000,000
• General Liability –	
• Each Occurrence (Bodily Injury and Property Damage)	\$ 1,000,000
• General Aggregate:	\$ 2,000,000
• Excess or Umbrella Liability --	
• Each Occurrence:	\$ 3,000,000
• General Aggregate:	\$ 3,000,000
• Automobile Liability --Combined Single Limit	
• (Bodily Injury and Property Damage): Each Accident	\$ 1,000,000
• Professional Liability –	
• Each Claim Made	\$ 2,000,000
• Annual Aggregate	\$ 2,000,000

EXHIBIT D

Insurance Certificate



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/26/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C No. Ext): 1-877-945-7378 E-MAIL ADDRESS: certificates@wtwco.com		FAX (A/C No.): 1-888-467-2378
	INSURER(S) AFFORDING COVERAGE INSURER A: National Fire Insurance Company of Hartford INSURER B: Valley Forge Insurance Company INSURER C: Continental Insurance Company INSURER D: Global Aerospace Inc INSURER E: State National Insurance Company Inc INSURER F: Continental Casualty Company		NAIC # 20478 20508 35289 B1180 12831 20443
INSURED Robinson Engineering Ltd 10045 W. Lincoln Highway Frankfort, IL 60423			

COVERAGES

CERTIFICATE NUMBER: W37057297

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	Y	Y	7063767699	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	Y	Y	7063767704	01/01/2025	01/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000			7063767718	01/01/2025	01/01/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	7063767721	01/01/2025	01/01/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Aviation Liability			9043822	01/08/2025	01/08/2026	General Aggregate \$1,000,000 Each Occurrence \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

This Voids and Replaces Previously Issued Certificate Dated 12/26/2024 WITH ID: W37052629.

SEE ATTACHED

CERTIFICATE HOLDER

Village of Tinley Park 16250 S. Oak Park Avenue Tinley Park, IL 60477	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Towers Watson Midwest, Inc.		NAMED INSURED Robinson Engineering Ltd 10045 W. Lincoln Highway Frankfort, IL 60423	
POLICY NUMBER See Page 1			
CARRIER See Page 1	NAIC CODE See Page 1	EFFECTIVE DATE: See Page 1	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Village of Tinley Park and its officers, officials, Village President and Board of Trustees, agents, employees, volunteers, representatives, assigns, successors, and attorneys. are included as an Additional Insured as respects to General Liability and Auto Liability.

General Liability and Auto Liability shall be Primary and Non-Contributory with any other insurance in force for or which may be purchased by the Additional Insureds.

Waiver of Subrogation applies in favor of the Additional Insureds with respects to General Liability, Auto Liability and Workers Compensation as permitted by law.

INSURER AFFORDING COVERAGE: State National Insurance Company Inc

NAIC#: 12831

POLICY NUMBER: EHJ-ADN01190834 EFF DATE: 01/01/2025 EXP DATE: 01/01/2026

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Cyber Liability	Aggregate	\$1,000,000

INSURER AFFORDING COVERAGE: Continental Casualty Company

NAIC#: 20443

POLICY NUMBER: AEH591973692 EFF DATE: 01/01/2025 EXP DATE: 01/01/2026

TYPE OF INSURANCE:	LIMIT DESCRIPTION:	LIMIT AMOUNT:
Professional Liability	Per claim	\$5,000,000
	Aggregate	\$5,000,000



Interoffice Memo

Date: April 3, 2025
To: John Urbanski, Public Works Director
From: Darlene Milanowicz, Engineering Project Manager
Subject: 2025 Concrete Flatwork and Curb Program (Year 1 of 3) Contract Award

Presented at the Committee of the Whole and Village Board meetings for consideration and possible action.

Scope of Work: The Village's annual Concrete Flatwork and Curb Program addresses any required concrete maintenance. The scope of work consists of removal, replacement and construction of new concrete sidewalks, curb and gutter along with watermain break restorations at various locations throughout the Village as determined by Staff.

Background:

This bid was opened on March 24, 2025 at 10:00 AM, and recorded by the Village Clerk's office. Miller Pipeline, LLC was the low bidder in the amount of \$247,850.50. Staff will use the budget amount of \$250,000.00 of the 01-26-023-75200 account and approximately \$115,000 of the sewer and water fund for the 2025 project contract amount.

<u>Contractor</u>	<u>Location</u>	<u>Base Bid Total</u>
Miller Pipeline, LLC	MT. Prospect, IL	\$247,850.50
Davis Concrete Const.	Monee, IL	\$263,200.00
McGill Construction, LLC	Frankfort, IL	\$266,185.00
Strada Construction Co	Addison, IL	\$278,850.00
JJ Newell Concrete Construction Co	Crete, IL	\$337,650.00
Engineer's Estimate		\$291,900.00

The lowest, responsible bidder is Miller Pipeline, LLC, Illinois in the amount of \$247,850.50.

Description:

Staff is recommending that we approve a contract with Miller Pipeline, LLC for the 2025 Concrete Flatwork and Curb Program. The contract has the option of two (2) – one (1) year renewals. This would be the first year out of the possible three (3) year contract. Miller Pipeline is IDOT prequalified to perform concrete construction including sidewalks, curbs, and driveway pavement. Supplied references provided favorable reviews of Miller Pipeline and their concrete workmanship.

Budget / Finance: Funding is budgeted for in the FY24 Budget.

Budget Available:	\$365,000.00 (\$250,000 + \$115,000) (Street + Sewer and Water)
Lowest Responsible Bidder:	\$247,850.50
Contingency Amount:	\$117,149.50
Difference:	\$0 On Budget

Staff Direction Request:

1. Approve low bid and award the project to Miller Pipeline, LLC. in the amount of \$247,850.50 plus \$117,149.50 contingency amount. Total contract amount not to exceed \$365,000.00.
2. Direct Staff as necessary.

Attachment:

1. Bid Tab dated March 24, 2025.





BID TAB

DATE: 3/24/2025
TIME: 10:00 AM

Project: 2025 Concrete Flatwork and Curb Program				ENGINEER'S ESTIMATE		MILLER PIPELINE, LLC MT. PROSPECT, IL		DAVIS CONCRETE CONST. MONEE, IL		MCGILL CONSTRUCTION, LLC FRANKFORT, IL		STRADA CONSTRUCTION CO ADDISON, IL		JJ NEWELL CONCRETE CONTRACTORS CRETE, IL	
Item No.	Item Description	Unit	Quantity	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	Sidewalk Removal - Special	Sq Ft	6,000	\$ 3.50	\$ 21,000.00	\$ 2.25	\$ 13,500.00	\$ 0.25	\$ 1,500.00	\$ 2.00	\$ 12,000.00	\$ 5.00	\$ 30,000.00	\$ 2.50	\$ 15,000.00
2	Driveway Pavement Removal	Sq Yd	350	\$ 22.00	\$ 7,700.00	\$ 11.12	\$ 3,892.00	\$ 23.00	\$ 8,050.00	\$ 15.00	\$ 5,250.00	\$ 15.00	\$ 5,250.00	\$ 27.00	\$ 9,450.00
3	Portland Cement Concrete Sidewalk, 5" - Special	Sq Ft	6,000	\$ 10.00	\$ 60,000.00	\$ 8.95	\$ 53,700.00	\$ 20.50	\$ 123,000.00	\$ 7.95	\$ 47,700.00	\$ 7.50	\$ 45,000.00	\$ 12.00	\$ 72,000.00
4	Portland Cement Concrete Sidewalk, 7" - Special	Sq Ft	500	\$ 10.50	\$ 5,250.00	\$ 9.50	\$ 4,750.00	\$ 22.50	\$ 11,250.00	\$ 9.10	\$ 4,550.00	\$ 8.00	\$ 4,000.00	\$ 15.50	\$ 7,750.00
5	Aggregate Base Course, Type B, 4"	Sq Yd	500	\$ 5.00	\$ 2,500.00	\$ 3.58	\$ 1,790.00	\$ 1.00	\$ 500.00	\$ 6.75	\$ 3,375.00	\$ 4.50	\$ 2,250.00	\$ 3.60	\$ 1,800.00
6	Detectable Warning Plate - Special	Each	10	\$ 30.00	\$ 300.00	\$ 250.00	\$ 2,500.00	\$ 150.00	\$ 1,500.00	\$ 300.00	\$ 3,000.00	\$ 200.00	\$ 2,000.00	\$ 275.00	\$ 2,750.00
7	Earth Excavation - Special	Cu Yd	500	\$ 50.00	\$ 25,000.00	\$ 2.65	\$ 1,325.00	\$ 1.00	\$ 500.00	\$ 65.00	\$ 32,500.00	\$ 50.00	\$ 25,000.00	\$ 55.00	\$ 27,500.00
8	Combination Curb and Gutter Removal and Replacement - Special	Lin Ft	700	\$ 45.00	\$ 31,500.00	\$ 53.83	\$ 37,681.00	\$ 42.00	\$ 29,400.00	\$ 57.80	\$ 40,460.00	\$ 42.00	\$ 29,400.00	\$ 55.00	\$ 38,500.00
9	Portland Cement Concrete Driveway Pavement, 7" - Special	Sq Yd	300	\$ 75.00	\$ 22,500.00	\$ 104.25	\$ 31,275.00	\$ 88.00	\$ 26,400.00	\$ 80.00	\$ 24,000.00	\$ 115.00	\$ 34,500.00	\$ 108.00	\$ 32,400.00
10	Portland Cement Concrete Driveway Pavement, 10" - Special	Sq Yd	300	\$ 90.00	\$ 27,000.00	\$ 130.22	\$ 39,066.00	\$ 98.00	\$ 29,400.00	\$ 95.00	\$ 28,500.00	\$ 135.00	\$ 40,500.00	\$ 135.00	\$ 40,500.00
11	PCC Patching	Sq Yd	100	\$ 225.00	\$ 22,500.00	\$ 11.16	\$ 1,116.00	\$ 25.00	\$ 2,500.00	\$ 125.00	\$ 12,500.00	\$ 125.00	\$ 12,500.00	\$ 250.00	\$ 25,000.00
12	Hot-Mix Asphalt Driveway Pavement, 3" - Special	Sq Yd	150	\$ 90.00	\$ 13,500.00	\$ 37.79	\$ 5,668.50	\$ 30.00	\$ 4,500.00	\$ 70.00	\$ 10,500.00	\$ 65.00	\$ 9,750.00	\$ 90.00	\$ 13,500.00
13	Manholes to be Adjusted	Each	10	\$ 400.00	\$ 4,000.00	\$ 60.00	\$ 600.00	\$ 50.00	\$ 500.00	\$ 500.00	\$ 5,000.00	\$ 100.00	\$ 1,000.00	\$ 450.00	\$ 4,500.00
14	Valve Boxes to be Adjusted	Each	10	\$ 175.00	\$ 1,750.00	\$ 60.00	\$ 600.00	\$ 50.00	\$ 500.00	\$ 450.00	\$ 4,500.00	\$ 100.00	\$ 1,000.00	\$ 200.00	\$ 2,000.00
15	Topsoil Furnish and Place, 4" - Special	Sq Yd	500	\$ 8.00	\$ 4,000.00	\$ 13.53	\$ 6,765.00	\$ 1.00	\$ 500.00	\$ 12.00	\$ 6,000.00	\$ 15.00	\$ 7,500.00	\$ 10.00	\$ 5,000.00
16	Sodding, Special	Sq Yd	500	\$ 20.00	\$ 10,000.00	\$ 18.71	\$ 9,355.00	\$ 1.00	\$ 500.00	\$ 18.50	\$ 9,250.00	\$ 15.00	\$ 7,500.00	\$ 12.00	\$ 6,000.00
17	Perimeter Erosion Barrier	Lin Ft	200	\$ 5.00	\$ 1,000.00	\$ 1.25	\$ 250.00	\$ 1.00	\$ 200.00	\$ 3.00	\$ 600.00	\$ 5.00	\$ 1,000.00	\$ 5.00	\$ 1,000.00
18	Hot-Mix Asphalt Surface Patch - 6"	Sq Yd	300	\$ 108.00	\$ 32,400.00	\$ 113.39	\$ 34,017.00	\$ 75.00	\$ 22,500.00	\$ 55.00	\$ 16,500.00	\$ 69.00	\$ 20,700.00	\$ 110.00	\$ 33,000.00
				BID TOTAL:	\$ 291,900.00		\$ 247,850.50		\$ 263,200.00		\$ 266,185.00		\$ 278,850.00		\$ 337,650.00

1ST YEAR RENEWAL % INCREASE (MAY 1, 2026 TO APRIL 30, 2027)	3.5%	7%	6%	8%	6%
2ND YEAR RENEWAL % INCREASE (MAY 1, 2027 TO APRIL 30, 2028)	4%	7%	6%	8%	10%



Interoffice Memo

Date: April 7, 2025

To: John Urbanski - Public Works Director

From: Colby C. Zemaitis – Assistant Public Works Director
Jimmy Quinn - Facilities Superintendent

Subject: 17366-17368 68th Ct. Improvements (former Bechstein Construction Company)

Presented to the Committee of the Whole for project status and discussion.

Facilities: We are requesting authorization to make structural and cosmetic improvements to the exterior and interior of the recently purchased Bechstein building. These improvements may include a roof replacement, new siding and painting, replacement doors, employee card access, concrete repair etc. Our plan is to utilize this building as a Public Works/Marketing Facility to support the needs of Harmony Square and all downtown events. This downtown facility location will be a great asset to us as far as storage and accessibility to mobilize staff and all equipment for necessities in the core area. The structure is outdated and needs many upgrades due to the lack of maintenance.

Engineering: The Village obtained a No Further Remediation (NFR) Letter from the IEPA granting closure of the Leaking Underground Storage Tank (LUST) release incident with no land use restrictions or other institutional controls on this property. The original NFR Letter will need to be recorded with Cook County and a certified copy of the recorded instrument returned to the IEPA as proof of recording. Once the recording requirements are done, then this portion of the project is completed.

Robinson Engineering Ltd. prepared a proposal that was approved by the Village Board on 12/2/2024 to survey the property and design the parking lot improvements. This design is done in two phases: Phase I will include 47 public parking stalls along with 8 private stalls for the Village employees and Phase II will have 52 parking stalls. The 1.8-acre parcel will provide additional parking for the Downtown area. This project will include a HMA paved parking lot, detention pond, storm sewer, lighting, fencing and landscape measures. A vehicle tracking exhibit was prepared and reviewed by Public Works prior to the start of the parking lot design to confirm anticipated truck movements will be feasible for trucks.

This project is scheduled to go out to bid in the next 2-3 weeks. Funding was budgeted and previously approved as a FY26 Capital Project.



Interoffice Memo

Date: April 7, 2025
To: John Urbanski, Public Works Director
From: Darlene Milanowicz, Engineering Project Manager
Subject: North Street Improvements - Contract Award

Presented at the Committee of the Whole and Village Board meetings for consideration and possible action.

Scope of Work: The maintenance work scheduled for North Street at Oak Park Avenue was initially set to be completed last year. However, due to the Harmony Square Project, it was decided to postpone this maintenance until the project was finished. After a thorough evaluation of the paver structure, it was determined that a complete re-setting of the pavers was essential. Consequently, staff requested bids for two different options. The base bid encompassed the removal of the current pavers, cleaning of pavers, base preparation, and subsequent reinstallation. The alternate bid included the removal and cleaning of the existing pavers for reuse elsewhere, base preparation, and the installation of new pavers that would match those used in the adjacent project.

Background:

This bid was advertised on March 31, 2025, in accordance with state bidding laws; two (2) sealed bids were received by the deadline on April 7, 2025, at 10:00 AM, and recorded by the Village Clerk's office. The Deputy Clerk, Assistant Director of Public Works, and Engineering Project Manager were present at the bid opening.

<u>Contractor</u>	<u>Location</u>	<u>Base Bid Total</u>	<u>Alternate Bid</u>
LPS Pavement Company	Oswego, IL	\$172,125.00	\$195,750.00
McGill Construction Co.	Frankfort, IL	\$217,350.00	\$248,400.00
Engineer's Estimate		\$219,375.00	\$256,500.00

The lowest, responsible bidder is LPS Pavement Company in the amount of \$195,750.00 after the bids were reviewed and verified.

Description:

Staff is recommending that we approve a contract with LPS Pavement Company for the North Street Improvements with the alternate bid for full replacement in the amount of \$195,750.00 plus the 15% contingency amount of \$29,362.50 for a total of \$225,112.50. LPS has completed work in the Village in prior years.

Budget / Finance: Funding is budgeted for in the FY25 Budget.

Budget Available:	\$410,000.00	
Lowest Responsible Bidder:	\$195,750.00	
Contingency Amount (15%):	\$29,362.50	
Difference:	\$184,887.50	Under Budget

Staff Direction Request:

1. Approve low alternate bid and award the project to LPS Pavement Company in the amount of \$195,750.00 plus \$29,362.50 contingency amount. Total contract amount not to exceed \$225,112.50.
2. Direct Staff as necessary.

Attachment:

1. Bid Tab dated April 7, 2025.



BID TAB

DATE: 4/7/2025

TIME: 10:00 AM

Project: NORTH STREET IMPROVEMENTS				ENGINEER'S ESTIMATE		LPS PAVEMENT COMPANY OSWEGO, IL		MCGILL CONSTRUCTION FRANKFORT, IL	
	BID TYPE	Unit	Quantity	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
	BASE BID	SQ FT	13,500	\$ 16.25	\$ 219,375.00	\$ 12.75	\$ 172,125.00	\$ 16.10	\$ 217,350.00
	ALTERNATE BID	SQ FT	13,500	\$ 19.00	\$ 256,500.00	\$ 14.50	\$ 195,750.00	\$ 18.40	\$ 248,400.00



Interoffice Memo

Date: April 10, 2025
To: John Urbanski, Public Works Director
From: Darlene Milanowicz, Engineering Project Manager
Subject: 2025 Pavement Crack Fill Program (Year 1 of 3) Contract Award

Presented at the Committee of the Whole and Village Board meetings for consideration and possible action.

Scope of Work: This work consists of cleaning and filling transverse and longitudinal joints and cracks in existing bituminous flexible pavement with fiber modified asphalt cement. Staff have used this maintenance technique to extend the pavement life and save money on asphalt resurfacing.

Background: This bid was advertised on March 9, 2025, in accordance with state biddings laws; two (2) sealed bids were received by the deadline on March 24, 2025, at 11:00 AM, and recorded by the Village Clerk's office. The Deputy Clerk, Assistant Director of Public Works, Village Engineer and Engineering Project Manager were present at the bid opening.

<u>Contractor</u>	<u>Location</u>	<u>Base Bid Total</u>
Denler, Inc.	Joliet, IL	\$149,000
SKC Construction	West Dundee, IL	\$149,400
Engineer's Estimate		\$150,000

Description: Staff is recommending that we waive the competitive bidding requirements and approving a contract with SKC Construction, Inc. SKC Construction, Inc. is our current contractor and the Village is extremely happy with their service, communication, coordination and cooperation. SKC Construction has been working in partnership with the Village for the previous three years. The contract has the option of two (2) – one (1) year renewals. This would be the first year out of the possible three (3) year contract.

Budget / Finance: Funding is budgeted for in the FY26 Budget.

Budget Available:	\$150,000	
Lowest Responsible Bidder:	\$149,400	
Contingency Amount:	<u>\$600</u>	
Difference:	\$0	On Budget

Staff Direction Request:

1. Waive the competitive bidding requirement and approve a contract with SKC Construction, Inc in the amount of \$149,400 plus \$600 contingency amount. Total contract amount not to exceed \$150,000.
2. Direct Staff as necessary.

Attachment:

1. Bid Tab dated March 24, 2025.



BID TAB

DATE: 3/24/2025

TIME: 11:00 AM

Project: 2025 CRACK FILL PROGRAM

				<i>ENGINEER'S ESTIMATE</i>		<i>DENLER, INC. JOLIET, IL 60433</i>		<i>SKC CONSTRUCTION, INC WEST DUNDEE, IL 60118</i>	
<i>Item No.</i>	<i>Item Description</i>	<i>Unit</i>	<i>Quantity</i>	<i>UNIT PRICE</i>	<i>TOTAL PRICE</i>	<i>UNIT PRICE</i>	<i>TOTAL PRICE</i>	<i>UNIT PRICE</i>	<i>TOTAL PRICE</i>
1	Crack Filling - Fiber Asphalt Sealant, Special	LBS	100,000	\$ 1.70	\$170,000.00	\$1.490	\$149,000.00	\$1.494	\$149,400.00
As Read Total:				\$170,000.00		\$149,000.00		\$149,400.00	
Corrected Total:									

THE VILLAGE OF TINLEY PARK

Cook County, Illinois

Will County, Illinois

RESOLUTION NO. 2025-R-052

**RESOLUTION TO ALLOW ELECTED OR APPOINTED GOVERNING BODY OFFICIALS
TO PARTICIPATE IN IMRF**

**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. 2025-R-052

RESOLUTION TO ALLOW ELECTED OR APPOINTED GOVERNING BODY OFFICIALS TO PARTICIPATE IN IMRF

Employer IMRF Number -

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 Village of Tinley Park is a participant in the Illinois Municipal Retirement Fund; and

WHEREAS, elected/appointed governing body officers may participate in the Illinois Municipal Retirement Fund if they are in positions normally requiring performance of duty for 1,000 hours or more per year; and

WHEREAS, this governing body can determine what the normal annual hourly requirements of its elected/appointed governing body officers are, and should make such determination for the guidance and direction of the Board of Trustees of the Illinois Municipal Retirement Fund;

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 the following elected/appointed governing body officer positions qualify for membership in IMRF:

<u>Title of Elected/Appointed Officer</u>	<u>Date Position Became Qualified</u>
Village President	March 1, 2021
Village Trustee	March 1, 2021
Village Clerk	March 1, 2021

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 any and all documents, including but not limited to documents required by the Illinois Municipal Retirement Fund, that are consistent with the intent of this resolution. Further, the Village Attorney is authorized to make any changes or amendments to this resolution as required in order to carry out the intent of this Resolution.

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

ADOPTED this 15th day of April, 2025, by the Corporate Authorities of the Village of Tinley Park
on a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this 15th day of April, 2025, by the President of the Village of Tinley Park.

Village President

ATTEST:

Village Clerk

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. 2025-R-052, “**RESOLUTION TO ALLOW ELECTED OR APPOINTED GOVERNING BODY OFFICIALS TO PARTICIPATE IN IMRF**” which was adopted by the President and Board of Trustees of the Village of Tinley Park on April 15, 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 15th day of April, 2025.

VILLAGE CLERK



Interoffice Memo

Date: April 3, 2025
To: Pat Carr – Village Manager
From: Lisa Kortum, Emergency Management and 911 Director
Subject: Adoption of the 2024 Multi-jurisdictional Hazard Mitigation Plan

Presented for the Committee of the Whole/Village Board Meeting consideration and possible action:

Description:

The Village of Tinley Park Emergency Management Agency has partnered with Cook County Emergency Management and 125 additional municipal agencies to create The Cook County Multi-Jurisdictional Hazard Mitigation Plan to help identify potential risks posed by hazards and find ways to reduce their impacts. This plan is updated every 5 years. In 2024, this plan was updated and approved by the Illinois Emergency Management Agency and Office of Homeland Security.

In order to be compliant with the County, the updated 2024 Cook County Multi-jurisdictional hazard mitigation plan must be adopted by the Village of Tinley Park Board. FEMA also requires each participating partner adopt the plan in order to be eligible for grants and funding.

Staff Direction Request:

1. Approve and adopt the 2024 Cook County Multi-Jurisdictional Hazard Mitigation Plan



Interoffice

Memo

Date: February 26, 2025

To: Pat Carr, Village Manager
Hannah Lipman, Assistant Village Manager

From: Thomas Tilton, Police Chief

Subject: Purchase of Motorola APX8500 Mobile Radios

Presented for the Committee of the Whole and Village Board discussion and action.

Description:

New squad car purchase included outfitting the vehicles with all equipment needed to meet the demands of new technology, this included new mobile radios that will be compatible with the 800 mhz system the police are now using along with surrounding departments for interoperability. Requesting purchase of 14 APX8500 mobile radios and installation of approved vendor. The existing radios are not compatible with communicating on the new police frequency nor Will County radio system. The radios are budgeted and were approved during COW and Board previously.

Tinley Park Police would take advantage of the purchase direct through Motorola Solutions state contract pricing. The delay in initial purchase was due to supply demands of the radios.

Budget / Finance: Funds are budgeted and approved in 30-00-000-74220 Police Dept Vehicles

Budget Amount	\$120,000.00
Radio Purchase	\$100,895.76
Radio Install	\$11,200.00
Difference – UNDER BUDGET	\$7,904.24

Staff Direction Request:

1. Approve the purchase of 14 Motorola APX-8500 Mobile Radios from Motorola Solutions.
2. Direct staff as necessary.

Attachments:

1. Motorola Quote.
2. Supporting Documents.

PUBLIC COMMENT

ADJOURNMENT