

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

**NOTICE 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, September 2, 2025, beginning at 5:45 PM 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 MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON AUGUST 19, 2025.
4. DISCUSS AMENDING TITLE XI, CHAPTER 112, SECTION 22: PERMITTED NUMBER OF LIQUOR LICENSES.
5. DISCUSS AMENDING CERTAIN SECTIONS OF TITLE XI, CHAPTER 129C OF THE TINLEY PARK VILLAGE CODE ENTITLED 'TELECOMMUNICATIONS INFRASTRUCTURE MAINTENANCE FEE'.
6. DISCUSS AN AGREEMENT WITH MCCI FOR DOCUMENT MANAGEMENT MIGRATION PROFESSIONAL SERVICES.
7. DISCUSS A CONTRACT WITH GREAT LAKES URBAN FORESTRY, INC. FOR PARKWAY TREE INVENTORY.
8. RECEIVE COMMENTS FROM THE PUBLIC

ADJOURNMENT

NANCY M. O'CONNOR, VILLAGE CLERK

**MINUTES**  
**Meeting of the Committee of the Whole**  
**August 19, 2025 – 5:45 p.m.**  
**Village Hall - Council Chambers**  
**16250 S Oak Park Ave.**  
**Tinley Park, IL 60477**

**Item #1** - At 6:05 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  
                                 D. Mahoney, Village Trustee  
                                 M. Mueller, Village Trustee  
                                 K. Shaw, Village Trustee  
                                 C. Sullivan, Village Trustee

Members Absent:      None

Staff Present:          P. Carr, Village Manager  
                                 H. Lipman, Assistant Village Manager/Interim Assistant Finance Director  
                                 T. Tilton, Police Chief  
                                 S. Klotz, Fire Chief  
                                 M. Coleman, Interim Community Development Director  
                                 J. Urbanski, Public Works Director  
                                 D. Framke, Marketing Director  
                                 M. DelGaldo, Village Attorney

Others Present:

**Item #3 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD AUGUST 6, 2025** – Motion was made by Trustee Mueller, seconded by Trustee Brennan to approve the minutes of the Committee of the Whole meeting held on August 6, 2025. President Glotz asked if members of the Committee had any questions. There were none. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item #4 – DISCUSS AWARDING A VIDEO GAMING LICENSE TO PEPE'S MEXICAN RESTAURANT, 6911 W. 159TH STREET** – The petitioner, Jose Hurtado of Pepe's Mexican Restaurant, requested a Video Gaming liquor license. 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 the award of a video gaming license to Pepe's Mexican Restaurant, 6911 159<sup>th</sup> Street be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item #5 – DISCUSS AN ORDINANCE AMENDING CHAPTER 131 OF TITLE XIII OF THE VILLAGE CODE TO ESTABLISH REGULATIONS OVER HARMONY SQUARE IN THE VILLAGE OF TINLEY PARK** – This Ordinance amends Chapter 131 of Title XIII of the Village Code to establish regulations over Harmony Square. 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 an Ordinance amending Chapter 131 of Title XIII of the Village Code to Establish Regulations over Harmony Square in the Village of Tinley Park be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item #6 – DISCUSS AMENDING CERTAIN SECTIONS OF TITLE III CHAPTER 32 OF THE TINLEY PARK VILLAGE CODE ENTITLED 'DEPARTMENTS, BOARDS, AND COMMISSIONS'** – The amendment to Chapter 32 of the Village Code allows Civil Service Commissioners to include former employees of the Tinley Park Police Department. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Brennan, seconded by Trustee Mahoney to recommend an amendment to certain sections of Title III Chapter 32 of the Tinley Park Village code entitled 'Departments, Boards, and Commissions' be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item #7 – DISCUSS AN AGREEMENT WITH UNREAL ICE FOR THE SYNTHETIC ICE RINK AT HARMONY SQUARE** – An agreement with Unreal Ice to rent, with the option to purchase, a synthetic ice rink and curling lanes for the winter 2025/2026 season at Harmony Square was provided. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Mahoney to recommend an agreement with Unreal Ice for the synthetic ice rink at Harmony Square be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item #8 – DISCUSS A PURCHASE FOR NETWORK EQUIPMENT ANNUAL MAINTENANCE AND SUBSCRIPTION FROM SCIENTEL SOLUTIONS LLC** – This agreement is to ensure continued access to security updates, technical support, and necessary licensing for the Fortinet network equipment used by the Village to support various data communication needs. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Brennan, seconded by Trustee Mahoney to recommend a purchase for Network Equipment Annual Maintenance and Subscription from Scientel Solutions LLC be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item #9 – DISCUSS AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE MOKENA FIRE PROTECTION DISTRICT AND THE TINLEY PARK FIRE DEPARTMENT FOR FLEET MAINTENANCE AND REPAIR SERVICES** – This is an Intergovernmental Agreement with the Mokena Fire Protection District (MFPD) for fleet maintenance and repair. 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 Intergovernmental Agreement between the Mokena Fire Protection District and The Tinley Park Fire Department for Fleet Maintenance and Repair Services be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item #10 – DISCUSS A CONTRACT WITH MCGILL CONSTRUCTION LLC FOR THE CONSTRUCTION OF THE FORMER BECHSTEIN SITE PARKING LOT - PHASES I & II** – Staff recommended awarding a contract to McGill Construction LLC of Frankfort, IL in the amount of \$1,206,589.11 for Construction Phases I & II of the Former Bechstein Site Parking Lot.

Three (3) bids were received:

| Contractor                | Phase I        | Phase II     | Total          |
|---------------------------|----------------|--------------|----------------|
| McGill Construction LLC** | \$825,526.92   | \$381,062.19 | \$1,206,589.11 |
| Iroquois Paving Company   | \$919,963.59   | \$392,722.83 | \$1,312,686.40 |
| Maneval Construction      | \$1,002,123.00 | \$563,480.00 | \$1,565,603.00 |

\*\*Lowest Responsible Bidder

President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Brennan, seconded by Trustee Mahoney to recommend a contract with McGill Construction LLC for the construction of the Former Bechstein Site Parking Lot - Phases I & II be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item #11 – DISCUSS IMPOSING A SIX-MONTH TEMPORARY MORATORIUM ON THE ACCEPTANCE, PROCESSING, AND APPROVAL OF CERTAIN BUSINESS LICENSES, DEVELOPMENT, AND ZONING APPLICATIONS IN THE VILLAGE OF TINLEY PARK**

Staff recommended an Ordinance imposing a six-month moratorium on the acceptance, processing, and approval of certain business licenses, development and zoning applications. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend Imposing a Six-Month Temporary Moratorium on the Acceptance, Processing, and Approval of Certain Business Licenses, Development, and Zoning Applications in the Village of Tinley Park be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item #12 – DISCUSS AN INTERGOVERNMENTAL AGREEMENT WITH COOK COUNTY DEPARTMENT OF TRANSPORTATION AND HIGHWAYS FOR CONSTRUCTION AND CONSTRUCTION ENGINEERING OF 179TH STREET RESURFACING BETWEEN 80TH AND 94TH AVENUES – INVEST IN COOK GRANT**

This Intergovernmental Agreement (IGA) and Resolution with Cook County Department of Transportation and Highways is for the Construction and Construction Engineering of 179<sup>th</sup> Street resurfacing between 80<sup>th</sup> and 94<sup>th</sup> Avenues. President Glotz asked if members of the Committee had any questions. There were none. Motion was made by Trustee Brennan, seconded by Trustee Mahoney to recommend an Intergovernmental Agreement with Cook County Department of Transportation and Highways for Construction and Construction Engineering of 179<sup>th</sup> Street Resurfacing Between 80<sup>th</sup> and 94<sup>th</sup> Avenues – Invest in Cook Grant be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the motion carried.

**Item 13 – RECEIVE COMMENTS FROM THE PUBLIC**

President Glotz asked if there were any comments from the public. There were none.

Motion was made by Trustee Shaw, seconded by Trustee Sullivan, to adjourn the Committee of the Whole. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Shaw, Sullivan. Nays: None. Absent: None. President Glotz declared the meeting adjourned at 6:11 p.m.



## Interoffice Memo

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Date: September 2, 2025  
To: VILLAGE BOARD OF TRUSTEES  
From: Allison Tugend, Senior Finance Clerk  
Cc:  
  
Subject: LIQUOR LICENSE CODE AMENDMENT

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We are making corrections to our current list of permitted liquor licenses to reflect businesses that have closed, been reclassified or applicants that went through the liquor licensing process but are no longer serving liquor at their location.



## Interoffice Memo

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Date: September 2, 2025  
To: Village Board of Trustees  
From: Hannah Lipman, Assistant Village Manager/Interim Finance Director, Walker  
Steinke, Assistant to the Village Manager  
Cc: Patrick Carr, Village Manager  
Subject: Recommendation to Increase Telecommunication Infrastructure Fee to Align with  
Regional Municipalities

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Tinley Park's telecommunications tax rate has been historically lower than most other communities. Staff is seeking input on adjusting the fee to 4% to bring Tinley more into alignment with neighboring and comparable communities, who have telecommunication rates up to 6%.

Should the Board decide to increase to 4%, staff will present an Ordinance reflecting the change at the next Board meeting.



## Interoffice Memo

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Date: September 2, 2025  
To: Village Board  
From:  
Cc: Patrick Carr, Village Manager, Hannah Lipman, Assistant Village Manager/Interim Finance Director  
Subject: Professional Services for Document Management Migration

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The Village has recently implemented a new document management system, Laserfiche, and as part of this project will be migrating documents from existing systems into the new platform. This agreement with MCCi provides professional services to support the migration of documents from Hyland OnBase into Laserfiche.

The agreement is structured on a time-and-materials basis, with a not-to-exceed amount of \$40,000, ensuring the Village is billed only for actual work performed. MCCi has an established relationship with the Village, having previously assisted with the installation of Laserfiche, the migration of financial and community development data, and ongoing support of the document management system.

Funding for this agreement is included in the approved FY26 operating budget under account 01-16-000-72650.

**ADDENDUM NO. 6 TO MASTER SERVICES AGREEMENT NO. 23875**

**MCCi CONSULTING SERVICES ORDER**

Pursuant to Master Services Agreement No. 23875 ("**Agreement**"):

This MCCi Consulting Services Order, designated as Addendum No. 6, is entered into as of \_\_\_\_\_, ("**Addendum Effective Date**"), by and between MCCi and Client and is hereby incorporated into the Agreement and made a part thereof. If there is any conflict between a provision of the Agreement and this Addendum, the Agreement will control. Any capitalized terms not otherwise defined herein shall have the meaning set forth in the Agreement. This Order supersedes any previous quote or proposals received. Use of pre-printed forms, including, but not limited to, email, purchase orders, shrink-wrap or click-wrap agreements, acknowledgements, or invoices, is for convenience only, and all unilaterally issued and/or pre-printed terms and conditions stated thereon, except as specifically set forth in this Order, are void and of no effect.

IN WITNESS WHEREOF, the parties hereto have caused this Addendum No. 6 to be executed by their respective duly authorized representatives as of the Addendum Effective Date.

**MCCi, LLC**

**VILLAGE OF TINLEY PARK ("Client")**

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# RATE CARD

If the accumulation of Task Order(s) exceeds the fee quote in the corresponding order or the effort incurred on an individual Task Order exceeds its allocated funding, MCCi will require written confirmation that additional funding has been approved prior to proceeding.

## PRICING



3717 Apalachee Parkway, Suite 201  
Tallahassee, FL 32311  
850.701.0725  
850.564.7496 fax

**Client Name:** Village of Tinley Park

**Quote Number:** 37497

**Bill/Ship To:** Anthony Ardolino

[aardolino@tinleypark.org](mailto:aardolino@tinleypark.org)

| Rate Card                                                                                                                                               |                                    |                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------|
| Role                                                                                                                                                    | Unit                               | List Price         |
| <b>MCCi Consulting Services</b>                                                                                                                         |                                    |                    |
| Project Manager, Certified                                                                                                                              | Per Hour                           | \$285.00           |
| Project Manager                                                                                                                                         | Per Hour                           | \$225.00           |
| Systems Engineer                                                                                                                                        | Per Hour                           | \$225.00           |
| Business Analyst                                                                                                                                        | Per Hour                           | \$225.00           |
| Trainer                                                                                                                                                 | Per Hour                           | \$225.00           |
| Records Manager, Certified                                                                                                                              | Per Hour                           | \$225.00           |
| Solutions Architect                                                                                                                                     | Per Hour                           | \$285.00           |
| Program Manager                                                                                                                                         | Per Hour                           | \$315.00           |
| Senior Solutions Architect                                                                                                                              | Per Hour                           | \$325.00           |
| Process Consultant                                                                                                                                      | Per Hour                           | \$285.00           |
| Project Coordinator                                                                                                                                     | Per Hour                           | \$190.00           |
| Developer                                                                                                                                               | Per Hour                           | \$300.00           |
| Weekend/After Hours Developer                                                                                                                           | Per Hour                           | \$450.00           |
| Onsite Resource/Single Day<br>(Includes Travel Expenses. Excludes Developer Role.)                                                                      | Per Day<br>(Minimum 4 Hour Day)    | \$4,500.00         |
| Onsite Resource/Multiple Consecutive Days<br>(Includes Travel Expenses. Excludes Developer Role.)                                                       | Per Day<br>(Minimum 4 Hour Day)    | \$3,000.00         |
| Remote Training<br>(Workflow training and installation excluded)                                                                                        | Per Day<br>(Minimum 4 Hour Day)    | \$2,415.00         |
| Remote Training, Developer<br>(Workflow training and installation excluded)                                                                             | Per Day<br>(Based on a 4 Hour Day) | \$3,015.00         |
| Weekend/After Hours Premium<br>(If Laserfiche Support Team is utilized during the Reservation period, an additional \$250.00 per hour will be applied.) | Per 4 Hour<br>Reservation          | \$500.00           |
| Weekend/After Hours Premium Hourly Rate                                                                                                                 | Per Hour                           | Role Rate x 1.5    |
| <b>Not To Exceed Total</b>                                                                                                                              |                                    | <b>\$40,000.00</b> |

## BILLING SCHEDULE

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All Services will be billed monthly for work completed during the previous month at the rates defined in the Rate Card above. **ANY TIME OR DOLLAR ESTIMATES GIVEN ON A TIME AND MATERIALS PROJECT ARE STRICTLY ESTIMATES.** Client is responsible for all hours worked by MCCi.

## OVERVIEW

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This Consulting Services Agreement (including its appendices hereto, the “MCS”) is subject to Client’s Master Legal Agreement with MCCi and will serve as an Exhibit to the Order. If there is any conflict or inconsistency between the provisions of this MCS and the Master Legal Agreement, the definition within the Master Legal Agreement shall apply unless the discrepancy is specifically called out within this MCS at which time the term of this MCS shall control solely with respect to such conflict or inconsistency. All capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the Master Legal Agreement. In consideration of the foregoing and of the mutual covenants and promises set forth herein, MCCi and Client agree as follows:

## SERVICES PROVIDED

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Client is requesting ongoing consulting services to assist them with their business process automation goals through a flexible staffing arrangement, enabling Client to move forward with projects related to MCCi-implemented solutions. MCCi’s consulting services are designed to be highly collaborative and effectively extend Client’s team.

The types of assistance may include:

1. Project & Program Management
2. Business Process Requirements Gathering and Task Order drafting
3. Recurring Status and Strategy Meetings
4. Configuration of Client-Owned Solution Components
5. Training on Solution Components and/or configured Business Processes
6. Integration/Developer Assistance

## SERVICE PERIOD

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Begins on [09/05/2025](#) and expires on [09/04/2026](#) (the “Service Period”). All work will be stopped on any open Appendix(s) upon the expiration of the Service Period. Additionally, no new work will be initiated after the expiration of the Service Period, even if uncommitted funding remains on this MCS. To continue work past the expiration of the Service Period, either a Change Order or a new MCS is required.

## ASSUMPTIONS

The following assumptions serve as the basis for this MCS. Any service or activity not described in this MCS is not included in the scope of services to be provided. Variations to the following may impact the MCS cost and/or schedule justifying a change order.

## SERVICES

MCCi's services under this MCS and its corresponding appendix(s) are the time worked by our personnel assigned to the Task Order described in the respective appendix to augment Client's staff and all work products developed as a result of the work being performed ("Services"). MCCi will be working under the day-to-day direction of Client's Project Manager who will work with MCCi's Project Manager to coordinate worker's utilization (where and how they work) for the duration of the engagement. Client will also be responsible for the accuracy and approval of Task Orders.

## DELIVERABLE ACCEPTANCE CRITERIA

- Client shall have the right to conduct any review of the Services.
- If Client, in its reasonable discretion, determines that any Services does not meet the agreed upon expectations, Client shall have five (5) business days after MCCi's submission to give written notice to MCCi specifying the deficiencies in reasonable detail.
- **Notwithstanding the foregoing, if Client fails to reject any Service within five (5) business days, such Services shall be deemed accepted.**

## ASSIGNMENT OF WORK

- Task Order 01-Program Management and Consulting: Client acknowledges that (i) at times it needs the assistance of MCCi to scope out certain tasks, to perform general staffing services, or assist in the preparation of more detailed project plans, (ii) at times it requests or requires recurring status updates and/or meetings, and (iii) such work performed by MCCi personnel will be considered billable Services. These Services will be billed under a generic Task Order referenced as "Task Order 01-Program Management and Consulting" per the Rate Card.
- Task Order(s): Additional Task Orders to be incorporated into the MCS will include a description of the Services to be performed, an estimated timeline, the roles identified to perform the Services and an allocation of the funding available within the MCS.

## GENERAL

- If either party identifies a business issue during the performance of Services, MCCi and Client must jointly establish a plan to resolve the issues with potential impact analysis of timeline and budget within five (5) business days of identification.
- Any necessary business decision resulting from the identified business issues must be made by Client within five (5) business days from request.
- Client is responsible for ensuring that adequate hardware/infrastructure is in place and capable of handling the extra resources that may be required by the Services.
- Client is responsible for ensuring that the required software licensing is available.
- If the Services require MCCi to access or use any third party software products provided or used, Client warrants that it shall have all rights and licenses of third parties necessary or appropriate for MCCi to access or use such third party products and agrees to produce evidence of such rights and licenses upon the reasonable request of MCCi and to indemnify, hold harmless and defend MCCi from and against any claims, actions, demands,

lawsuits, damages, liabilities, settlements, penalties, fines, costs and expenses (including reasonable attorneys' fees) to the extent arising from MCCi's access to or use of such third party products.

- Through the course of this project, MCCi may choose to utilize the third-party service Asana (<http://www.asana.com>) for project management and team collaboration. Documentation and correspondence exchanged between MCCi and Client may be stored in Asana.
- Client will ensure that all Client's personnel who may be necessary or appropriate for the successful performance of the Services will, on reasonable notice: (i) be available to assist MCCi's personnel by answering business, technical and operational questions and providing requested documents, guidelines and procedures in a timely manner; (ii) participate in the Services as reasonably necessary for performance under this MCS; and (iii) be available to assist MCCi with any other activities or tasks required to complete the Services in accordance with this MCS.
- Client shall provide the following to MCCi personnel: (i) a suitable and adequate work environment, including space for work and equipment for performance of the Services; (ii) access to and use of Client's facilities and relevant information, including all necessary security access, software, hardware, and documentation; and (iii) timely assistance in the correction of any hardware or software problems that would affect the performance of Services.
- Scheduling of MCCi's resources will be mutually agreed upon between MCCi and Client. MCCi will assign an MCCi Project Manager, who will be the primary contact for the Client and will be responsible for scheduling.
- Services may be performed remotely or onsite as agreed upon between MCCi and Client.
- Client is responsible for handling internal funding/purchase order requirements related to the MCS.

## LIMITED LIABILITY

If the Master Agreement is silent on each party's limited liability, or there exists no master agreement, except for breach of any intellectual property right, or end user terms of use, and/or license agreement, liability is limited to the amount of dollars received by MCCi directly associated with this Order in the twelve (12) months prior to the date of the Claim. If the applicable agreement provides for a limitation of liability, then such limitation applies to the greatest extent allowed.

MCCi also does not warrant any third-party products procured on behalf of Client. If there are any product warranties provided by the manufacturer of the product, any remedy should be requested directly from manufacturer and MCCi has no liability associated therewith.

# TASK ORDER 01 TO ADDENDUM 6:

## PROGRAM MANAGEMENT AND CONSULTING

This Task Order is incorporated by reference to the Consulting Services Agreement (the “MCS”) by and between MCCi and Client.

**Committed Funding:** \$8,000.00 will be committed against the MCS fee quote

**Tasks to be performed by MCCi may include:**

- Project & Program Management
- Business Process Requirements Gathering and Task Order drafting
- Recurring Status and Strategy Meetings
- Other consulting services

**Period of Performance:** Service Period as defined in the MCS

**Point of Contact:**

- Client project manager: TBD
- MCCi project manager TBD

At MCCi’s sole discretion, if and as necessary, other Team Roles and/or appropriately qualified MCCi personnel may be assigned to this Task Order.

**Acknowledgement:**

Your signature represents approval to this Task Order.

**MCCi, LLC “MCCi”**

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**VILLAGE OF TINLEY PARK “Client”**

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_



# Interoffice Memo

**Date:** August 22, 2025  
**To:** John Urbanski, Public Works Director  
**From:** Kelly Mulqueeny, Street and Fleet Superintendent  
**Subject:** Parkway Tree Inventory Service Contract Renewal (Year 2 of 3)

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

Scope of Work: This service contract would include the inventory of Village owned trees throughout Tinley Park. The contractor would be responsible for collecting Tree ID, geolocation, address, tree order, tree location, common name, scientific name, cultivar, size, condition and maintenance. This contract would be a phased approach to be completed in 3 years with a qualified contractor.

Description: Public Works is recommending that we award a contract for parkway tree inventory at various locations in Tinley Park. The contract has the option of 2 (two) – 1 (one) year renewals. This would be the second year of a possible 3 (three) year contract.

Budget / Finance: Funding in the amount of \$53,125 is requested in the FY26 Budget; Road and Bridge.

|                           |                 |
|---------------------------|-----------------|
| Budget Available          | \$53,125        |
| Bid Amount                | <u>\$53,125</u> |
| Difference (Under Budget) | \$0             |

Staff Direction Request:

1. Approve the service contract for the FY26 parkway tree inventory with Great Lakes Urban Forestry, Inc. in the amount of \$53,125.
2. Direct Staff as necessary.