

**AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES
PARK FOREST, IL**

Village Hall

8:00 p.m.

January 8, 2007

Roll Call

Pledge of Allegiance

Reports of Village Officers

Mayor
Village Manager

Village Attorney
Village Clerk

Reports of Commission Liaisons and Committee Chairpersons

Citizens Comments, Observations, Petitions

Motion: Approval of Consent

CONSENT:

1. Motion: A Motion to Approve the Minutes of the Special Saturday Rules Meeting of November 18, 2006; the Minutes of the Saturday Rules Meeting of December 2, 2006; the Minutes of the Saturday Rules Meeting of December 9, 2006; the Minutes of the Legislative Meeting of December 16, 2006
2. Resolution: A Resolution Authorizing the Acquisition of Property Located at 3200 Lincoln Highway
3. Motion: A Motion to Award a Contract to J.F. Edwards Construction Company for CDBG 2006 Street Lighting Project No. 05-079
4. Motion: A Motion to Award a Contract to Dawn Companies, Inc. for 2006 Watermain Improvements
5. Motion: A Motion to Approve a Contract for Strategic Planning Study and Authorization for Village Manager to Sign and Village Clerk to Attest

DEBATABLE:

Adjournment

Agenda Items are Located in the Lobby of Village Hall

MOTIONS

MOVED that the Consent Agenda and each item contained therein be hereby approved:

1. MOVED, that the Mayor and Board of Trustees approve the Minutes of the Special Saturday Rules Meeting of November 18, 2006; the Minutes of the Saturday Rules Meeting of December 2, 2006; the Minutes of the Saturday Rules Meeting of December 9, 2006; the Minutes of the Legislative Meeting of December 16, 2006
2. MOVED, that the Mayor and Board of Trustees adopt a resolution authorizing the acquisition of property located at 3200 Lincoln Highway
3. MOVED, that that the Village Manager be authorized to contract with J. F. Edwards Construction Company of Geneseo, Illinois in the amount of \$200,000 for 2006 CDBG Street Lighting Project No. 05-079.
4. MOVED, that the Village Manager be authorized to contract with Dawn Companies, Inc of Frankfort, Illinois in the amount of \$2,156,692 for 2006 watermain improvements.
5. MOVED, that the Manager be authorized to execute a contract for strategic planning study

1-08-07

VILLAGE OF PARK FOREST
Special Saturday Rules Meeting
November 18, 2006
9 a.m.

Present: President John Ostenburg, Trustees Mae Brandon, Bonita Dillard, Ken Kramer, Bob McCray and Cynthia Reed

Also Present: Rich Township Supervisor – Al Riley, Rich Township Assessor – Carol Ranieri, Rich Township Clerk – Bobbie G. King, Director of Transportation – Pat Peters, Rich Township Trustees Therese Goodrich, Elliott Johnson and Karen Caesar-Smith, Tim Bradford – Township Administrator, Park Forest Village Manager – Tom Mick, Park Forest Director of Public Works – Ken Eyer, Director of Health Department- Chris Blue

Absent: Trustee Georgia O’Neil

President Ostenburg opened the meeting by thanking the attendees and explaining the goal set forth by the Village was to periodically meet with other governmental entities. Furthermore, he expressed his gratitude for Rich Township’s assistance and support for the Jolly Trolley. Rich Township is well respected for their many services including but not limited to, social services for senior citizens, youth and transportation services.

Rich Township Supervisor Al Riley stressed the importance of collectively meeting and lobbying with labor groups since so many of the major movers are located behind the scenes. Mr. Riley re-iterated the importance of a regional approach which he believes will help the suburbs enforce better standards.

Enter Trustee Cynthia Reed (9:40 a.m.).

Mr. Riley discussed problems with absentee landlords and management problems with apartment complexes throughout Rich Township. The Village as well as the Township must follow up on issues and develop needs to provide better services for residents. Mr. Riley would like to discuss some issues regarding Thorn Creek Townhomes with Tom Mick. President Ostenburg asked Mr. Riley to give specific information to Mr. Mick prior to the discussion.

Tom Mick said the Village has implemented a property task force created to deal with problem homes and residents. To a certain degree, the Village has some control of absentee landlords or problem residents through school records, Village stickers and leases. Thus far, the Task Force will address problems with no more than fifty (50) homes. Mr. Riley mentioned realtors as an informative ally. President Ostenburg said

the Village had an antagonistic relationship with realtors in the past but former Trustee Harold Brown helped the relationship. Mr. Riley asked President Ostenburg to inform him of the next Realtor breakfast.

Enter Trustee Bob McCray (9:49 a.m.).

Mr. Riley believes the instrumental attendees of this meeting have the potential to persuade state legislators. Mr. Riley would like to host another meeting such as this meeting in January. Tom Mick invited the Township representatives to the Village's legislative breakfast on Saturday, December 16 at 9 a.m.

President Ostenburg discussed the current lease situation facing the Park Forest Health Department. Therese Goodrich suggests applying for more grants with different agencies. Mr. Mick said the Village has been awarded several grants due to a diverse population, good innovations and partnerships with other agencies. The Village hopes to obtain more than \$5 million dollars of grant money within the next five (5) years. Rich Township Administrator, Tim Bradford said he would be more than happy to help the Village or help spearhead for collective goals.

Mr. Riley would like the Village to advertise the Township, for example, on channel four (4). He would also like to make abandoned parcels within the Township a priority.

In closing, the Village thanked the Township for their attendance and their continued support in helping to develop and maintain a proactive municipality. Trustee Brandon reiterated the fact that "together, we are stronger".

The meeting adjourned at 10:38 a.m.

Respectfully submitted,
Jodi A. Tas
Recorder

VILLAGE OF PARK FOREST
Special Saturday Rules Meeting
November 18th, 2006
10 a.m.

Present: President John Ostenburg, Trustees Mae Brandon, Bonita Dillard, Ken Kramer, Bob McCray and Cynthia Reed

Also Present: Park Forest Village Manager – Tom Mick, Park Forest Director of Public Works – Ken Eyer, Director of Health Department - Chris Blue, Resident James Stedt (123 Well Street)

Absent: Trustee Georgia O’Neil

The meeting was called to order at 10:45 a.m. by President Ostenburg.

Resident Jim Stedt was introduced to the meeting. Mr. Stedt and his wife, Debbie Gladstone have lived in the co-ops for several years. He is a semi-retired school teacher and golf instructor who is upset about the proposed closing of Hidden Meadows. In the past, Mr. Stedt had spoken with John Joyce. Mr. Stedt believes Hidden Meadows should remain open because the course is easy for those learning to play golf as well as those slower foursomes. The school districts actively utilize Hidden Meadows. President Ostenburg explained the financial burden laid upon the Village from the lack of rounds played as well as the maintenance of the golf course. The Village has utilized tax dollars to subsidize the golf course; however, the Board has not made its final decision to close the course. The loss is currently \$150,000. President Ostenburg stated he has formed a committee to comprehensively review the Parks and Recreation program. Furthermore, there are other programs offered by the Parks and Recreation Department that are in jeopardy including the Scenic 10.

Tom Mick distributed an advertisement for the sale of Thorn Creek Townhomes, Court F, for \$14 million. This area is located along Forest Boulevard. Several years ago, Area J Cooperative was interested in the purchase of this area along with an investment company. President Ostenburg asked Mr. Mick to have Larrie Kerestes confirm this segment was not originally purchased by limited partners. President Ostenburg also asked Mr. Mick to check with the Assessor’s office regarding the current assessed value.

A notice was sent to the residents along Tamarack Street for Monday night’s Board Meeting regarding the future of Hidden Meadows Golf Course.

Chris Blue discussed the needs of the Health Department. Currently, the basement of Village Hall has 7,000 square feet that the Health Department could utilize as space, including storage. Tom Mick said build-out costs will be \$50 to \$80 per square foot. Mr. Mick said the Linden Group toured the current facility as well as the basement area yesterday. A proposal should be received no later than next week. The proposal will

require a sixty (60) day action plan along with a six (6) month implementation plan. The Health Department needs to relocate prior to July 1st, 2007.

The most expensive project will be the plumbing and the waterproofing of the basement as it has had water damage.

The Board of Trustees toured the basement location. Tom Mick stated the Health Department currently utilizes 2,800 square feet but over 3,000 square feet is wasted. With the remodeling of the basement at Village Hall, the Village would be able to offer satellite amenities.

Trustee Kramer motioned for adjournment, seconded by Trustee Brandon. The meeting adjourned at 12 noon.

Respectfully submitted,
Jodi A. Tas
Recorder

**VILLAGE OF PARK FOREST
SATURDAY MORNING RULES MEETING
SATURDAY, DECEMBER 2, 2006**

Present: Mayor John Ostenburg
Trustees Mae Brandon, Bonita Dillard, Ken Kramer and Cynthia Reed

Also Present: Village Manager Tom Mick, Police Chief Tom Fleming,
Park Forest residents Ed Fischer, Kim Elmore-Perkins (School District #
163), Ann Westerveld

Mayor Ostenburg opened the meeting at 10:00 a.m. and welcomed all in attendance.

Kim Elmore-Perkins provided an update to the Village Board on the Forest Trail Jr. High construction project.

Village Manager Mick spoke to the Board regarding miscellaneous scheduled events to take place in the coming weeks.

Resident Ann Westerveld (110 Elm) advised the board of the flooding issues she and other Area E residents have experienced on a regular basis. Mayor Ostenburg directed Village Staff to share this information with the property manager for Area E. He then proceeded to share with Ms. Westerveld what the Village of Park Forest has done to address this problem in various parts of the community.

The meeting was adjourned at 11:50 a.m.

Respectfully Submitted,

Tom Fleming
Chief of Police

**VILLAGE OF PARK FOREST
BOARD OF TRUSTEES
SATURDAY RULES MEETING
December 9, 2006**

PRESENT: Village Trustees Mae Brandon, Bonita Dillard, Ken Kramer, Robert McCray and Cynthia Reed; Fire Chief Robert Wilcox; Fire Lieutenant Steve Bobzin; Residents Gertrude Gold and Marland Kennedy

Senior Trustee Kramer called the meeting to order at 10:04 a.m.

Fire Chief Robert Wilcox stated that the Village is trying to comply statutorily with federal government mandates for the National Incident Management System (NIMS). He stated that Fire Department, Police Department and Public Works staff have been training to comply with government requirements, and Village department heads would be doing training next week. He added that the Village will continue training into the new year. He explained that federal funding is subject to training. Chief Wilcox stated that the Village must update the current disaster plan and incorporate the roles of the elected officials into the plan. He explained that the plan requires that Village personnel report to the Emergency Operations Center in order to be in a central location and be united to represent one voice for the Village. He stated that today the Fire Department would like to present the Village trustees with a briefing for elected officials on the NIMS system. He introduced Lieutenant Steve Bobzin, the Emergency Management Coordinator for the Village of Park Forest.

Lieutenant Bobzin explained that it is a requirement for elected officials to take the steps needed to achieve NIMS compliance. He stated that full implementation must be completed by fiscal year 2007. He explained what NIMS does and how NIMS works. He added that NIMS is required for federal preparedness assistance. Lieutenant Bobzin reviewed the local NIMS implementation. He stated that the disaster plan must be continually updated to meet NIMS requirements. He explained that the Village has passed an ordinance giving the Village Mayor the power to enforce the disaster and response plans and make necessary directives to personnel. He added that the Board has also adopted a resolution designating the line of succession for elected officials. He explained that by state statute the Mayor is the chief Village elected official.

The group adjourned to the Board Room to view a Public Officials Briefing developed by the Illinois Terrorism Task Force and the Illinois Municipal League entitled "*How Do You Get Help When Disaster Strikes*". Lieutenant Bobzin stated that he would distribute copies of the presentation to the trustees. He requested that if the trustees are interested in further information or training on disaster preparedness, they contact him. He added that it is important to keep elected officials informed.

Chief Wilcox expressed appreciation to the trustees for their time and attention to today's presentation. He stated that it is imperative that the Board as policy makers be apprised of risks and preventable risks in order to make public policy decisions. He added that there is further information available as direct links from the Village website.

Resident Kennedy requested that a link be created on the Village website directing residents to information on disaster preparedness. Chief Wilcox stated that there are links to information on the Village website on how citizens can prepare for a disaster. He added that the Fire Department is also in the process of developing informational flyers as a way to reach out to the public and supply information to residents that do not have access to the website.

**VILLAGE OF PARK FOREST
BOARD OF TRUSTEES
SATURDAY RULES MEETING
December 9, 2006
Page 2**

Trustee Kramer thanked Chief Wilcox and Lieutenant Bobzin for their presentation. He commented that it looks like the Village is well prepared to deal with any type of disaster.

Resident Kennedy commented that he was not aware that the Village had a golf course until the recent discussions concerning closing the facility.

There being no further business, Trustee Kramer requested a motion to adjourn. Trustee Dillard made a motion, seconded by Trustee Reed, to adjourn the meeting at 11:48 a.m. All in favor.

Respectfully submitted,
Phyllis Dyrda, Recorder

VILLAGE OF PARK FOREST
2007 Legislative Agenda Breakfast
Saturday, December 16^t 2006

Present: President John Ostenburg, Trustee Mae Brandon, Trustee Bonita Dillard, Trustee Ken Kramer, Trustee Robert McCray, Trustee Georgia O'Neill, Trustee Cynthia Reed

Also Present: Village Manager Tom Mick, Director of Economic Planning and Development Hildy Kingma, Director of Public Works Ken Eyer, Director of Recreation and Parks John Joyce, Director of the Health Department Chris Blue, Chief of Police Tom Fleming, Fire Chief Bob Wilcox, State Representative George Scully, State Representative Robin Kelly, Rich Township Supervisor Al Riley, Residents Edward H. Fischer, Richard and Marge Schilf, Garry Barnett, Barbara Pennington

President John Ostenburg opened the meeting at 9:18 a.m. by welcoming the attendees to the meeting. Park Forest has had a great year receiving outside funding such as grants. Staff has acquired over \$1 million dollars in grant funding with the assistance from our legislators. Many items remain ongoing and Village representatives are planning another trip to Springfield in the spring.

Tom Mick, Village Manager, discussed the community needs projects in addition to the legislative agenda which has been previously reviewed by the Board of Trustees. Attendees were given a copy of the aforementioned items. Mr. Mick discussed the legislative agenda beginning with the correction of the property tax distribution dilemma.

School funding reform was discussed. State Representative George Scully mentioned a caucus was formed and a meeting has been scheduled for next week to discuss this topic. Mr. Scully believes funding should come from income taxes not property taxes. Legislators in the south suburbs unanimously agree on the school funding reform. Mr. Scully referred to the Materia Plan (Bill 750-755) which is a bill sponsored by Cook County democrats; however, the Governor has stated that he will not sign the bill. Mr. Scully said the bill needs support from the Teacher's Union, the League of Women Voters, AARP and the local Chamber of Commerce.

Sales tax revenue sharing was a topic discussed at great length. Mr. Mick said Village residents have a large amount of dispensable income but the residents are spending their money in other towns. President Ostenburg said sales tax revenue sharing is discussed at the mayors/manager's level as well. The Village could see a financial benefit of \$2.1 million on a per capita basis if sales tax revenue sharing were possible. The Mayor of Orland Park has mentioned that he was willing to discuss this matter further but only regarding the future growth of Orland Park, not the current "status quo". Park Forest does not need to be penalized due to their lack of raw land for better economic opportunities.

The Health Department in Park Forest serves clients from over sixty (60) different communities. The lease for the current Health Department space will be expiring on July 1st and the Village hopes to utilize the lower level space of Village Hall for the future facility of this amenity. The build-out for 8,000 square feet will cost \$400,000-\$550,000.

Mr. Mick is investigating funding options to assist with this venture. Some communities may give nominal donations as well.

President Ostenburg asked George Scully to discuss issues with public utilities prior to his early departure due to another commitment. Mr. Scully discussed the current financial situation surrounding ComEd and the acquisition of ComEd by Exelon. Furthermore, Exelon purchased ComEd for \$5 billion in “good will”. Legal action could have been taken but the statute of limitations (four years) has expired. Mr. Scully said his office has a package of information pertaining to this acquisition for those interested parties. In summary, Mr. Scully supports the rate freeze.

Robin Kelly discussed issues that are important to her including economic development and business retention. She would like to see more incentives for current businesses. Another issue she would like to expand is library funding. Library funding is predominately from property taxes (94%). This issue is also important to Secretary of State, Jesse White. Library liaison, Trustee Bob McCray will get information regarding the Park Forest Library to Robin as soon as possible. Additionally, she discussed the expansion of P.A.A.C.

President Ostenburg discussed absentee landlords as well as home foreclosures. Over a year ago, twenty-one (21) homes were under foreclosure proceedings; however, this year, there are only twelve (12) homes. Miscellaneous loan programs were discussed.

After closing statements, Trustee Kramer motioned to adjourn. Trustee Brandon seconded the motion. All in favor. The meeting adjourned at 10:50 a.m.

Respectfully submitted,

Jodi A. Tas
Recorder

AGENDA BRIEFING

DATE: January 5, 2007

TO: Mayor Ostenburg
Board of Trustees

FROM: Hildy L. Kingma, AICP
Director of Economic Development and Planning

RE: Resolution Authorizing the Acquisition of Property Located at 3200 Lincoln Highway

BACKGROUND/DISCUSSION:

In November 2005 the Village Board approved a Resolution requesting that Cook County assist the Village in acquiring up to 18 tax delinquent properties through the No Cash Bid process. This is a process whereby properties that have been tax delinquent for two years or more can be obtained by a municipality without the obligation to pay the outstanding taxes. It is a program that the Village has used successfully in several cases to obtain properties and offer them for sale to businesses that will make productive use of them. Of the 18 properties we sought last year, we were successful in our bid on 14 of the properties. We expect to be in a position to obtain a tax deed on as many as five of those properties by May 2007. We continue to work with the Attorney on the process to obtain the remainder of those 14 properties.

The property at 3200 Lincoln Highway was part of the original bid approved by the Board in November 2005. However, the Village was out-bid in its effort to obtain this property by a private tax buyer who purchased three of the outstanding tax years. This property has seven years of outstanding taxes due on it, amounting to over \$1,000,000 in taxes and penalties, well more than the property would be appraised. This is a key piece of property for the Village of Park Forest, because of its location along US30 and its possible impact on the development of a transit-oriented development project for the 211th Street Metra Station. Therefore, we are requesting authorization from the Board to seek other means to obtain this property through the tax deed process.

The Resolution attached was prepared by the Village Attorney.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular meeting of January 8, 2007 for consideration.

RESOLUTION

**A RESOLUTION AUTHORIZING THE ACQUISITION OF
PROPERTY LOCATED AT 3200 LINCOLN HIGHWAY**

WHEREAS, certain real estate in the Village of Park Forest located at 3200 Lincoln Highway, the site of the former Zee One Honda dealership, has been vacant and tax-delinquent for some time; and

WHEREAS, village staff has investigated the possibility that the property might be acquired through the tax deed process and brought back onto the tax rolls for productive use;

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Park Forest, Cook and Will Counties, Illinois, in the exercise of their home rule authority, as follows:

SECTION 1. Village staff and legal counsel are authorized to take any and all necessary and proper steps to acquire the tax-delinquent property located at 3200 Lincoln Highway, including but not limited to: filing liens for the outstanding costs of village services provided for the property and foreclosing on those liens, accepting deeds in lieu of foreclosure, and filing actions in the Circuit Court of Cook County to acquire the property through the tax deed process. This resolution does not authorize the expenditure of village funds for an outright purchase of the property. However, village funds may be expended for legal fees, court costs, and similar ordinary and necessary expenses related to the acquisition as outlined herein.

SECTION 2. This resolution shall be in full force and effect from and after its passage, approval and publication as provided by law.

PASSED this ____ day of _____, 2007.

APPROVED:

Mayor

ATTEST:

Village Clerk F:\Park Forest\Ord\lincoln hwy acquire res.wpd

AGENDA BRIEFING

DATE: January 4, 2007

TO: President Ostenburg
Board of Trustees

FROM: Kenneth Eyer

RE: 2006 CDBG Street Lighting Project No: 05-079

BACKGROUND/DISCUSSION: The Village opened 6 bids for the replacement of street lights on December 14, 2006. The bids were analyzed by Baxter & Woodman. The low bidder was J. F. Edwards Construction Company, \$185,305.98. This bid was 9.34% below the Engineers Estimate.

Funding for this project is provided by combining the 2004 CDBG and the 2005 CDBG for a total grant amount of \$200,000.00.

The project location that qualifies for this grant is bound by Sauk Trail on the North, Blackhawk Drive on the South, Shabbona Drive on the west and Indianwood Boulevard on the East. This contract, being the first phase, covers about half of this area. The streets included in the replacement are Marquette St, a portion of Meota, Marquette Place, Manitowac and Merimac.

The Public Works Department requests that the Board award the contract to J. F. Edwards Construction Company, Geneseo Illinois in the Grant award amount of \$200,000.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular meeting of January 8, 2007 for consideration.



RECEIVED
DEC 18 2006

Consulting Engineers

Mayor and Board of Trustees
Village of Park Forest
350 Victory Drive
Park Forest, Illinois 60466

PUBLIC

PT.

December 14, 2006

**Subject: Park Forest – 2006 CDBG Street Lighting Project
CDBG Project No.: 05-079**

Dear Mayor and Board of Trustees:

Enclosed are two copies of the bid tabulations for the subject project. Advertisements were placed in the Star Newspaper prior to the letting. The bids were received on December 14, 2006, have been tabulated, checked for errors, and found to be correct.

The low bid was that of J.F. Edwards Construction Company, Geneseo, Illinois in the amount of \$185,305.98 which is \$19,089.02 (9.34%) below the approved estimate of cost (\$204,395.00). We have worked with J.F. Edwards Construction Company on many similar construction projects in the past. We have found their work to be of good quality and the firm to be responsive to requests from our clients. Therefore, we recommend award of the contract to J.F. Edwards Construction Company, in the amount of \$185,305.98.

Upon award by the Village Board, we will prepare the contract documents for execution by the Contractor and the Village, and subsequent approval by the Cook County Highway Department. With a copy of this letter, we are transmitting one copy of the bid tabulations to Tim Kliest at the Cook County Highway Department.

If you have any questions or require additional information, do not hesitate to contact me at 708.478.2090.

Very truly yours,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS

Jason E. Rasmussen, P.E.

JER/bjt
Encl.

8840 West 192nd Street

Mokena, IL 60448

708.478.2090

Fax 708.478.8710

info@baxterwoodman.com

C: Tim Kliest, Cook County Highway Department (w/encl.)
Kenneth Eyer, P.E., Director of Public Works/Village Engineer (w/encl.)

J:\PRKFT\051282-2005 CDBG Lighting\word\Recomm.doc

VILLAGE OF PARK FOREST, ILLINOIS
2006 CDBG STREET LIGHTING PROJECT
ENGINEER'S PROJECT NUMBER: 051282
DATE: December 14, 2006, 10:00 A.M.

TABULATION OF BIDS:

NO.	ITEM	UNIT	TOTAL QUANTITY	ENGINEER'S ESTIMATE		J.F. EDWARDS CONST. GENESEO, IL 61524		H&H ELECTRIC CO. FRANKLIN PARK, IL 60131		LYONS ELECTRIC CO. LAGRANGE, IL 60525	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
1	Ground Rod 3/4" Dia. X 10 Ft.	EACH	32	\$ 100.00	\$ 3,200.00	\$ 129.38	\$ 4,140.16	\$ 83.10	\$ 2,659.20	\$ 79.00	\$ 2,528.00
2	Conduit in Ground, 1 1/2" Dia., Galvanized Steel	FOOT	360	\$ 16.00	\$ 5,760.00	\$ 11.26	\$ 4,053.60	\$ 8.10	\$ 2,916.00	\$ 14.00	\$ 5,040.00
3	Conduit in Ground, 2" Dia., Galvanized Steel	FOOT	1,700	\$ 18.00	\$ 30,600.00	\$ 11.34	\$ 19,278.00	\$ 8.80	\$ 14,960.00	\$ 17.00	\$ 28,900.00
4	Unit Duct 4 1/2" No. 6, 3 1/2" No. 12 & 1 1/2" No. 6 Ground, 600 V. (XLP-Type USE) 1 1/2" Dia. Poly in Ground	FOOT	160	\$ 13.00	\$ 2,080.00	\$ 14.61	\$ 2,337.60	\$ 10.80	\$ 1,728.00	\$ 17.00	\$ 2,720.00
5	Unit Duct 4 1/2" No. 6 and 1 1/2" No. 6 Ground, 600 V. (XLP-Type USE) 1 1/4" Dia. Poly in Ground	FOOT	4,970	\$ 11.50	\$ 57,155.00	\$ 10.57	\$ 52,532.90	\$ 9.80	\$ 48,706.00	\$ 11.60	\$ 57,652.00
6	Unit Duct 2 1/2" No. 6 and 1 1/2" No. 6 Ground, 600 V. (XLP-Type USE) 1" Dia. Poly in Ground	FOOT	1,800	\$ 8.50	\$ 15,300.00	\$ 8.62	\$ 15,516.00	\$ 8.90	\$ 16,020.00	\$ 9.30	\$ 16,740.00
7	Electrical Cable in Conduit, 3/4" No. 2	FOOT	250	\$ 7.00	\$ 1,750.00	\$ 7.12	\$ 1,780.00	\$ 8.10	\$ 2,025.00	\$ 7.60	\$ 1,900.00
8	Lighting Controller, Special	EACH	1	\$ 9,000.00	\$ 9,000.00	\$ 9,272.14	\$ 9,272.14	\$ 37,923.20	\$ 37,923.20	\$ 10,591.00	\$ 10,591.00
9	Light Pole, Fiberglass 30 Ft. M.H., 8 Ft. Arm	EACH	30	\$ 1,600.00	\$ 48,000.00	\$ 1,518.18	\$ 45,545.40	\$ 1,761.80	\$ 52,854.00	\$ 1,546.00	\$ 46,380.00
10	Luminaire, High Pressure Sodium, 250 Watt	EACH	29	\$ 600.00	\$ 17,400.00	\$ 508.20	\$ 14,737.80	\$ 294.20	\$ 8,531.80	\$ 459.00	\$ 13,311.00
11	Luminaire, High Pressure Sodium, 250 Watt With Photo-Cell	EACH	1	\$ 650.00	\$ 650.00	\$ 596.55	\$ 596.55	\$ 354.70	\$ 354.70	\$ 540.00	\$ 540.00
12	Concrete Handhole, Special	EACH	6	\$ 800.00	\$ 4,800.00	\$ 770.20	\$ 4,621.20	\$ 1,241.80	\$ 7,450.80	\$ 1,173.00	\$ 7,038.00
13	Electric Utility Service Connection	LSUM	1	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
14	Electrical Service Installation	EACH	1	\$ 900.00	\$ 900.00	\$ 1,477.27	\$ 1,477.27	\$ 683.50	\$ 683.50	\$ 1,129.00	\$ 1,129.00
15	Traffic Control and Protection	LSUM	1	\$ 1,000.00	\$ 1,000.00	\$ 750.00	\$ 750.00	\$ 2,289.00	\$ 2,289.00	\$ 5,335.00	\$ 5,335.00
16	Wood Pole Removal, Salvage of Arm and Luminaire	EACH	16	\$ 300.00	\$ 4,800.00	\$ 416.71	\$ 6,667.36	\$ 411.80	\$ 6,588.80	\$ 431.00	\$ 6,896.00
TOTAL COST:					\$204,395.00		\$185,305.98		\$207,670.00		\$208,700.00

TABULATION OF BIDS CONTINUED:

NO.	ITEM	UNIT	TOTAL QUANTITY	ENGINEER'S ESTIMATE		UTILITY DYNAMICS CORP. OSWEGO, IL 60543		GROUNDHOG UTILITY CO BLOOMINGDALE, IL 60108		JOHN BURNS ELECTRIC ORLAND PARK, IL 60462	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
1	Ground Rod 3/4" Dia. X 10 Ft.	EACH	32	\$ 100.00	\$ 3,200.00	\$ 74.50	\$ 2,384.00	\$ 100.00	\$ 3,200.00	\$ 79.00	\$ 2,528.00
2	Conduit in Ground, 1 1/2" Dia., Galvanized Steel	FOOT	360	\$ 16.00	\$ 5,760.00	\$ 18.60	\$ 6,696.00	\$ 15.00	\$ 5,400.00	\$ 13.80	\$ 4,968.00
3	Conduit in Ground, 2" Dia., Galvanized Steel	FOOT	1,700	\$ 18.00	\$ 30,600.00	\$ 21.15	\$ 35,955.00	\$ 16.00	\$ 27,200.00	\$ 14.50	\$ 24,650.00
4	Unit Duct 4 1/2" No. 6, 3 1/2" No. 12 & 1 1/2" No. 6 Ground, 600 V. (XLP-Type USE) 1 1/2" Dia. Poly in Ground	FOOT	160	\$ 13.00	\$ 2,080.00	\$ 17.40	\$ 2,784.00	\$ 17.10	\$ 2,736.00	\$ 16.40	\$ 2,624.00
5	Unit Duct 4 1/2" No. 6 and 1 1/2" No. 6 Ground, 600 V. (XLP-Type USE) 1 1/4" Dia. Poly in Ground	FOOT	4,970	\$ 11.50	\$ 57,155.00	\$ 14.50	\$ 72,065.00	\$ 14.50	\$ 72,065.00	\$ 14.90	\$ 74,053.00
6	Unit Duct 2 1/2" No. 6 and 1 1/2" No. 6 Ground, 600 V. (XLP-Type USE) 1" Dia. Poly in Ground	FOOT	1,800	\$ 8.50	\$ 15,300.00	\$ 13.15	\$ 23,670.00	\$ 13.50	\$ 24,300.00	\$ 14.80	\$ 26,640.00
7	Electrical Cable in Conduit, 3/4" No. 2	FOOT	250	\$ 7.00	\$ 1,750.00	\$ 7.70	\$ 1,925.00	\$ 10.00	\$ 2,500.00	\$ 7.60	\$ 1,900.00
8	Lighting Controller, Special	EACH	1	\$ 9,000.00	\$ 9,000.00	\$ 7,400.00	\$ 7,400.00	\$ 8,200.00	\$ 8,200.00	\$ 7,807.00	\$ 7,807.00
9	Light Pole, Fiberglass 30 Ft. M.H., 8 Ft. Arm	EACH	30	\$ 1,600.00	\$ 48,000.00	\$ 1,420.00	\$ 42,600.00	\$ 1,515.00	\$ 45,450.00	\$ 1,515.00	\$ 45,450.00
10	Luminaire, High Pressure Sodium, 250 Watt	EACH	29	\$ 1,400.00	\$ 40,600.00	\$ 608.00	\$ 17,632.00	\$ 450.00	\$ 13,050.00	\$ 307.00	\$ 8,903.00
11	Luminaire, High Pressure Sodium, 250 Watt With Photo-Cell	EACH	1	\$ 650.00	\$ 650.00	\$ 624.40	\$ 624.40	\$ 480.00	\$ 480.00	\$ 385.00	\$ 385.00
12	Concrete Handhole, Special	EACH	6	\$ 800.00	\$ 4,800.00	\$ 1,320.00	\$ 7,920.00	\$ 900.00	\$ 5,400.00	\$ 1,577.00	\$ 9,462.00
13	Electric Utility Service Connection	LSUM	1	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
14	Electrical Service Installation	EACH	1	\$ 900.00	\$ 900.00	\$ 4,000.00	\$ 4,000.00	\$ 1,325.00	\$ 1,325.00	\$ 3,843.00	\$ 3,843.00
15	Traffic Control and Protection	LSUM	1	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 1,500.00	\$ 1,500.00	\$ 23,265.00	\$ 23,265.00
16	Wood Pole Removal, Salvage of Arm and Luminaire	EACH	16	\$ 300.00	\$ 4,800.00	\$ 475.00	\$ 7,600.00	\$ 500.00	\$ 8,000.00	\$ 406.00	\$ 6,496.00
TOTAL COST:					\$204,395.00		\$240,255.40		\$244,856.00		\$244,954.00

AGENDA BRIEFING

DATE: January 4, 2007

TO: President Ostenburg
Board of Trustees

FROM: Kenneth Eyer

RE: 2006 Watermain improvements

BACKGROUND/DISCUSSION: The Village opened 4 bids for the 2006 Watermain improvements on December 20, 2006. The bids were analyzed by Baxter & Woodman. The low bidder was Dawn Companies, Inc. in the amount of \$2,093,876.00. This bid is 10.12 % below the Engineers Estimate.

The 2006/2007 Budget appropriated 1,885,000.00 for this project. The Budget will require an amendment to provide funding for this project. There are sufficient funds in the water fund for this work.

This project is to eliminate Fire Flow issues at Autumn Ridge apartments and Juniper Tower and to replace deteriorated watermain on Rich and Green Streets. As part of the resolve of the Fire Flow issues the Autumn Ridge Water Tank project will be let in next month.

The Public Works Department requests that the Board award the contract to Dawn Companies Inc, Frankfort Illinois in the amount of \$2,093,876.00 plus a 3% contingency of \$62,816.00 for a total of \$2,156,692.00

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular Meeting of January 8, 2007 for consideration.



Mayor and Board of Trustees
Village of Park Forest
350 Victory Drive
Park Forest, Illinois 60466

December 20, 2006

Attention: Mr. Kenneth Eyer, P.E., Director of Public Works/Village Engineer

Subject: Village of Park Forest – 2006 Water Main Improvements Project

Dear Mayor and Trustees:

The following bids were received for the subject project on December 20, 2006:

<u>Bidder</u>	<u>Amount of Bid</u>
Dawn Companies, Inc. Frankfort, Illinois 60423	\$2,093,876.00
Steve Spiess Construction, Inc. Frankfort, Illinois 60423	\$2,137,720.85
Hasse Construction Company, Inc. Calumet City, Illinois 60409	\$2,206,217.00
Western Utility Contractors, Inc. Frankfort, Illinois 60423	\$2,749,252.50

Our pre-bid opinion of probable cost for this Project was \$2,329,690.00.

We have analyzed each of the bids and found the bid from Dawn Companies, Inc. to be the lowest responsible and responsive Bidder.

Based upon our familiarity and past working relationships with this Bidder, we believe that Dawn Companies, Inc. is qualified to complete the Project.

We recommend award of the Contract to Dawn Companies Inc. in the amount of \$2,093,876.00. The original bid forms and bid bonds are enclosed for your files.

8840 West 192nd Street

Mokena, IL 60448

708.478.2090

Fax 708.478.8710

info@baxterwoodman.com



Mr. Kenneth Eyer, P.E.
Village of Park Forest

December 20, 2006
050734 • Page 2

Please advise us of your decision.

Very truly yours,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS

A handwritten signature in blue ink, appearing to read "JER", with a long horizontal line extending to the right.

Jason E. Rasmussen, P.E.
JER:mcl

Encl.

I:\PRKFT\050734-2005 watermain\Word\bidReviewrecommmed.doc

VILLAGE OF PARK FOREST, ILLINOIS
2006 WATER MAIN IMPROVEMENTS PROJECT

ENGINEER'S PROJECT NUMBER: 050734

DATE: December 20, 2006, 10:00 A.M.

TABULATION OF BIDS:

NO.	ITEM	ENGINEER'S ESTIMATE			Dawn Companies, Inc. Frankfort, IL 60423		Steve Spiess Construction Frankfort, IL 60423		Hasse Construction Co. Calumet City, IL 60409		Western Utility Contractors Frankfort, IL 60423		
		UNIT	TOTAL QUANTITY	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
1	Water Main (Open Cut)	lin.ft.	387	\$ 65.00	\$ 25,155.00	\$ 40.60	\$ 15,712.20	\$ 46.50	\$ 17,995.50	\$ 74.00	\$ 28,638.00	\$ 49.25	\$ 19,059.75
	12-inch	lin.ft.	242	\$ 70.00	\$ 16,940.00	\$ 46.75	\$ 11,313.50	\$ 55.25	\$ 13,370.50	\$ 84.00	\$ 20,328.00	\$ 64.50	\$ 15,609.00
	12-inch restrained joint	lin.ft.	3,626	\$ 55.00	\$ 199,430.00	\$ 34.90	\$ 126,547.40	\$ 42.60	\$ 154,467.60	\$ 69.00	\$ 250,194.00	\$ 62.25	\$ 225,718.50
	10-inch	lin.ft.	2,367	\$ 60.00	\$ 142,020.00	\$ 40.30	\$ 95,390.10	\$ 47.50	\$ 112,432.50	\$ 76.00	\$ 179,892.00	\$ 72.00	\$ 170,424.00
	10-inch restrained joint	lin.ft.	2,036	\$ 50.00	\$ 101,800.00	\$ 29.00	\$ 59,044.00	\$ 37.20	\$ 75,739.20	\$ 43.50	\$ 88,566.00	\$ 60.75	\$ 123,687.00
	8-inch	lin.ft.	871	\$ 55.00	\$ 47,905.00	\$ 32.20	\$ 28,046.20	\$ 40.00	\$ 34,840.00	\$ 49.00	\$ 42,679.00	\$ 81.75	\$ 71,204.25
	8-inch restrained joint	lin.ft.	320	\$ 55.00	\$ 17,600.00	\$ 27.15	\$ 8,688.00	\$ 44.50	\$ 14,240.00	\$ 60.00	\$ 19,200.00	\$ 54.75	\$ 17,520.00
	4-inch restrained joint	lin.ft.	25	\$ 55.00	\$ 1,375.00	\$ 24.50	\$ 612.50	\$ 42.95	\$ 1,063.75	\$ 95.00	\$ 2,375.00	\$ 75.00	\$ 1,875.00
2	Water Main (In Jacked Casing)	lin.ft.	100	\$ 400.00	\$ 40,000.00	\$ 452.50	\$ 45,250.00	\$ 390.00	\$ 39,000.00	\$ 550.00	\$ 55,000.00	\$ 475.00	\$ 47,500.00
	12-inch R.J.T. in 36-inch Casing	each	1	\$ 10,000.00	\$ 10,000.00	\$ 302.00	\$ 302.00	\$ 396.00	\$ 396.00	\$ 50,000.00	\$ 50,000.00	\$ 2,550.00	\$ 2,550.00
	Mobilization/Demobilization												
3	Water Main (In Casing - Open Cut)	lin.ft.	30	\$ 145.00	\$ 4,350.00	\$ 143.65	\$ 4,309.50	\$ 136.55	\$ 4,096.50	\$ 220.00	\$ 6,600.00	\$ 275.00	\$ 8,250.00
	12-inch R.J.T. in 24-inch Casing	lin.ft.	60	\$ 130.00	\$ 7,800.00	\$ 133.60	\$ 8,016.00	\$ 123.90	\$ 7,434.00	\$ 200.00	\$ 12,000.00	\$ 245.00	\$ 14,700.00
	10-inch in 24-inch Casing	lin.ft.	215	\$ 135.00	\$ 29,025.00	\$ 139.35	\$ 29,960.25	\$ 129.00	\$ 27,735.00	\$ 210.00	\$ 45,150.00	\$ 260.00	\$ 55,900.00
	10-inch R.J.T. in 24-inch Casing	lin.ft.	50	\$ 110.00	\$ 5,500.00	\$ 112.05	\$ 5,602.50	\$ 118.50	\$ 5,925.00	\$ 175.00	\$ 8,750.00	\$ 230.00	\$ 11,500.00
	8-inch in 18-inch Casing	lin.ft.	110	\$ 115.00	\$ 12,650.00	\$ 115.00	\$ 12,650.00	\$ 121.30	\$ 13,343.00	\$ 180.00	\$ 19,800.00	\$ 245.00	\$ 26,950.00
	8-inch R.J.T. in 18-inch Casing	lin.ft.	16	\$ 1,000.00	\$ 16,000.00	\$ 300.00	\$ 4,800.00	\$ 1.00	\$ 16.00	\$ 500.00	\$ 8,000.00	\$ 500.00	\$ 8,000.00
	Mobilization/Demobilization												
4	Water Main (Directionally Drilled)	lin.ft.	140	\$ 175.00	\$ 24,500.00	\$ 135.40	\$ 18,956.00	\$ 134.00	\$ 18,760.00	\$ 90.00	\$ 12,600.00	\$ 120.00	\$ 16,800.00
	12-inch	lin.ft.	540	\$ 150.00	\$ 81,000.00	\$ 124.00	\$ 66,960.00	\$ 113.25	\$ 61,155.00	\$ 65.00	\$ 35,100.00	\$ 90.00	\$ 48,600.00
	10-inch	lin.ft.	320	\$ 138.00	\$ 44,160.00	\$ 117.40	\$ 37,568.00	\$ 126.80	\$ 40,576.00	\$ 65.00	\$ 20,800.00	\$ 65.00	\$ 20,800.00
	8-inch	lin.ft.	6	\$ 5,000.00	\$ 30,000.00	\$ 300.00	\$ 1,800.00	\$ 525.00	\$ 3,150.00	\$ 1,500.00	\$ 9,000.00	\$ 1,300.00	\$ 7,800.00
	Mobilization/Demobilization												
5	Water Main Fittings - Restrained Joint Type	each	1	\$ 775.00	\$ 775.00	\$ 732.00	\$ 732.00	\$ 582.00	\$ 582.00	\$ 660.00	\$ 660.00	\$ 1,125.00	\$ 1,125.00
	12-inch x 12-inch Tee	each	1	\$ 750.00	\$ 750.00	\$ 702.00	\$ 702.00	\$ 554.00	\$ 554.00	\$ 600.00	\$ 600.00	\$ 1,100.00	\$ 1,100.00
	12-inch x 10-inch Tee	each	1	\$ 725.00	\$ 725.00	\$ 611.00	\$ 611.00	\$ 505.00	\$ 505.00	\$ 550.00	\$ 550.00	\$ 1,025.00	\$ 1,025.00
	12-inch x 8-inch Tee	each	1	\$ 600.00	\$ 600.00	\$ 315.00	\$ 315.00	\$ 251.00	\$ 251.00	\$ 420.00	\$ 420.00	\$ 1,025.00	\$ 1,025.00
	12-inch x 10-inch Reducer	each	2	\$ 600.00	\$ 1,200.00	\$ 535.00	\$ 1,070.00	\$ 404.00	\$ 808.00	\$ 500.00	\$ 1,000.00	\$ 1,550.00	\$ 3,100.00
	12-inch 90° Bend	each	1	\$ 575.00	\$ 575.00	\$ 488.00	\$ 488.00	\$ 369.00	\$ 369.00	\$ 450.00	\$ 450.00	\$ 1,450.00	\$ 1,450.00
	12-inch 45° Bend	each	1	\$ 575.00	\$ 575.00	\$ 488.00	\$ 488.00	\$ 369.00	\$ 369.00	\$ 450.00	\$ 450.00	\$ 1,450.00	\$ 1,450.00
	12-inch 11-1/4° Bend	each	1	\$ 575.00	\$ 575.00	\$ 488.00	\$ 488.00	\$ 369.00	\$ 369.00	\$ 450.00	\$ 450.00	\$ 1,450.00	\$ 1,450.00
	12-inch Plug	each	1	\$ 800.00	\$ 800.00	\$ 936.00	\$ 1,872.00	\$ 347.00	\$ 694.00	\$ 800.00	\$ 1,600.00	\$ 2,450.00	\$ 4,900.00
	12-inch Cutting-In Sleeve	each	2	\$ 700.00	\$ 1,400.00	\$ 565.00	\$ 1,130.00	\$ 480.00	\$ 960.00	\$ 560.00	\$ 1,120.00	\$ 1,120.00	\$ 2,240.00
	10-inch x 10-inch Tee	each	6	\$ 675.00	\$ 4,050.00	\$ 507.00	\$ 3,042.00	\$ 432.00	\$ 2,592.00	\$ 864.00	\$ 5,184.00	\$ 925.00	\$ 5,550.00
	10-inch x 8-inch Tee	each	2	\$ 650.00	\$ 1,300.00	\$ 464.00	\$ 928.00	\$ 415.00	\$ 830.00	\$ 500.00	\$ 1,000.00	\$ 925.00	\$ 1,850.00
	10-inch x 6-inch Tee	each	19	\$ 900.00	\$ 17,100.00	\$ 543.00	\$ 10,317.00	\$ 455.00	\$ 8,645.00	\$ 1,000.00	\$ 19,000.00	\$ 620.00	\$ 11,780.00
	10-inch x 6-inch Hydrant Tee	each	3	\$ 550.00	\$ 1,650.00	\$ 273.00	\$ 819.00	\$ 193.00	\$ 579.00	\$ 335.00	\$ 1,005.00	\$ 950.00	\$ 2,850.00
	10-inch x 8-inch Reducer	each	2	\$ 525.00	\$ 1,050.00	\$ 264.00	\$ 528.00	\$ 175.00	\$ 350.00	\$ 330.00	\$ 660.00	\$ 400.00	\$ 800.00
	10-inch x 6-inch Reducer	each	5	\$ 525.00	\$ 2,625.00	\$ 264.00	\$ 1,320.00	\$ 875.00	\$ 4,375.00	\$ 330.00	\$ 1,650.00	\$ 1,650.00	\$ 8,250.00
	10-inch 90° Bend	each	10	\$ 525.00	\$ 5,250.00	\$ 446.00	\$ 4,460.00	\$ 342.00	\$ 3,420.00	\$ 450.00	\$ 4,500.00	\$ 975.00	\$ 9,750.00
	10-inch 45° Bend	each	12	\$ 525.00	\$ 6,300.00	\$ 406.00	\$ 4,872.00	\$ 313.00	\$ 3,756.00	\$ 400.00	\$ 4,800.00	\$ 950.00	\$ 11,400.00
	10-inch 22-1/2° Bend	each	9	\$ 525.00	\$ 4,725.00	\$ 406.00	\$ 3,654.00	\$ 313.00	\$ 2,817.00	\$ 400.00	\$ 3,600.00	\$ 800.00	\$ 7,200.00
	10-inch 11-1/4° Bend	each	7	\$ 525.00	\$ 3,675.00	\$ 406.00	\$ 2,842.00	\$ 313.00	\$ 2,191.00	\$ 400.00	\$ 2,800.00	\$ 800.00	\$ 5,600.00
	10-inch Cutting-In Sleeve	each	2	\$ 700.00	\$ 1,400.00	\$ 724.00	\$ 1,448.00	\$ 307.00	\$ 614.00	\$ 650.00	\$ 1,300.00	\$ 1,725.00	\$ 3,450.00
	8-inch x 6-inch Tee	each	10	\$ 525.00	\$ 5,250.00	\$ 386.00	\$ 3,860.00	\$ 327.00	\$ 3,270.00	\$ 400.00	\$ 4,000.00	\$ 525.00	\$ 5,250.00
	8-inch x 4-inch Tee	each	1	\$ 500.00	\$ 500.00	\$ 367.00	\$ 367.00	\$ 312.00	\$ 312.00	\$ 350.00	\$ 350.00	\$ 525.00	\$ 525.00
	8-inch x 6-inch Reducer	each	3	\$ 425.00	\$ 1,275.00	\$ 245.00	\$ 735.00	\$ 173.00	\$ 519.00	\$ 300.00	\$ 900.00	\$ 525.00	\$ 1,575.00
	8-inch 90° Bend	each	2	\$ 500.00	\$ 1,000.00	\$ 315.00	\$ 630.00	\$ 242.00	\$ 484.00	\$ 300.00	\$ 600.00	\$ 675.00	\$ 1,350.00
	8-inch 45° Bend	each	10	\$ 475.00	\$ 4,750.00	\$ 302.00	\$ 3,020.00	\$ 231.00	\$ 2,310.00	\$ 300.00	\$ 3,000.00	\$ 600.00	\$ 6,000.00
	8-inch 22-1/2° Bend	each	9	\$ 475.00	\$ 4,275.00	\$ 302.00	\$ 2,718.00	\$ 231.00	\$ 2,079.00	\$ 300.00	\$ 2,700.00	\$ 600.00	\$ 5,400.00
	8-inch 11-1/4° Bend	each	3	\$ 475.00	\$ 1,425.00	\$ 302.00	\$ 906.00	\$ 231.00	\$ 693.00	\$ 300.00	\$ 900.00	\$ 600.00	\$ 1,800.00
	8-inch Plug or Cap	each	1	\$ 325.00	\$ 325.00	\$ 210.00	\$ 210.00	\$ 112.00	\$ 112.00	\$ 500.00	\$ 500.00	\$ 625.00	\$ 625.00
	8-inch Cutting-In Sleeve	each	6	\$ 450.00	\$ 2,700.00	\$ 579.00	\$ 3,474.00	\$ 230.00	\$ 1,380.00	\$ 500.00	\$ 3,000.00	\$ 1,550.00	\$ 9,300.00
	6-inch x 6-inch Tee	each	1	\$ 500.00	\$ 500.00	\$ 321.00	\$ 321.00	\$ 272.00	\$ 272.00	\$ 310.00	\$ 310.00	\$ 475.00	\$ 475.00
	6-inch 90° Bend	each	8	\$ 475.00	\$ 3,800.00	\$ 263.00	\$ 2,104.00	\$ 187.00	\$ 1,496.00	\$ 250.00	\$ 2,000.00	\$ 550.00	\$ 4,400.00
	6-inch 22-1/2° Bend	each	3	\$ 450.00	\$ 1,350.00	\$ 244.00	\$ 732.00	\$ 179.00	\$ 537.00	\$ 250.00	\$ 750.00	\$ 525.00	\$ 1,575.00
	6-inch 11-1/4° Bend	each	1	\$ 450.00	\$ 450.00	\$ 244.00	\$ 244.00	\$ 179.00	\$ 179.00	\$ 250.00	\$ 250.00	\$ 400.00	\$ 400.00
	6-inch Cutting-In Sleeve	each	10	\$ 400.00	\$ 4,000.00	\$ 446.00	\$ 4,460.00	\$ 187.00	\$ 1,870.00	\$ 400.00	\$ 4,000.00	\$ 1,125.00	\$ 11,250.00

VILLAGE OF PARK FOREST, ILLINOIS

2006 WATER MAIN IMPROVEMENTS PROJECT

TABULATION OF BIDS:

ENGINEER'S PROJECT NUMBER: 050734

DATE: December 20, 2006, 10:00 A.M.

NO.	ITEM	UNIT	ENGINEER'S ESTIMATE			Dawn Companies, Inc. Frankfort, IL 60423			Steve Spess Construction Frankfort, IL 60423			Hesse Construction Co. Calumet City, IL 60409			Western Utility Contractors Frankfort, IL 60423		
			TOTAL QUANTITY	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST		
	6-inch Plug or Cap	each	5	\$ 300.00	\$ 1,500.00	\$ 182.00	\$ 910.00	\$ 71.00	\$ 355.00	\$ 400.00	\$ 2,000.00	\$ 1,375.00	\$ 6,875.00				
	Concrete Thrust Block	each	21	\$ 300.00	\$ 6,300.00	\$ 218.00	\$ 4,578.00	\$ 96.00	\$ 2,016.00	\$ 350.00	\$ 7,350.00	\$ 275.00	\$ 5,775.00				
6	Connections to Existing Water Mains (Pressure)																
	16-inch x 10-inch with Valve Box	each	1	\$ 8,000.00	\$ 8,000.00	\$ 6,908.00	\$ 6,908.00	\$ 5,020.00	\$ 5,020.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00				
	16-inch x 8-inch with Valve Vault	each	2	\$ 10,000.00	\$ 20,000.00	\$ 7,146.00	\$ 14,292.00	\$ 5,430.00	\$ 10,860.00	\$ 6,000.00	\$ 12,000.00	\$ 6,100.00	\$ 12,200.00				
	12-inch x 12-inch with Valve Box	each	1	\$ 7,500.00	\$ 7,500.00	\$ 7,348.00	\$ 7,348.00	\$ 4,960.00	\$ 4,960.00	\$ 5,700.00	\$ 5,700.00	\$ 6,000.00	\$ 6,000.00				
	12-inch x 8-inch with Valve Box	each	4	\$ 7,250.00	\$ 29,000.00	\$ 4,002.00	\$ 16,008.00	\$ 4,400.00	\$ 17,600.00	\$ 4,500.00	\$ 18,000.00	\$ 4,700.00	\$ 18,800.00				
7	Connections to Existing Water Mains (Non-Pressure)																
	8-inch	each	4	\$ 2,500.00	\$ 10,000.00	\$ 1,829.00	\$ 7,316.00	\$ 1,880.00	\$ 7,520.00	\$ 3,500.00	\$ 14,000.00	\$ 4,500.00	\$ 18,000.00				
	6-inch	each	10	\$ 2,400.00	\$ 24,000.00	\$ 1,589.00	\$ 15,890.00	\$ 1,880.00	\$ 18,800.00	\$ 2,500.00	\$ 25,000.00	\$ 4,500.00	\$ 45,000.00				
	4-inch	each	1	\$ 1,000.00	\$ 1,000.00	\$ 1,564.00	\$ 1,564.00	\$ 1,880.00	\$ 1,880.00	\$ 2,500.00	\$ 2,500.00	\$ 3,600.00	\$ 3,600.00				
8	Gate Valve and Valve Box																
	12-inch	each	3	\$ 1,500.00	\$ 4,500.00	\$ 1,978.00	\$ 5,934.00	\$ 1,527.00	\$ 4,581.00	\$ 1,600.00	\$ 4,800.00	\$ 2,150.00	\$ 6,450.00				
	10-inch	each	10	\$ 1,300.00	\$ 13,000.00	\$ 1,765.00	\$ 17,650.00	\$ 1,370.00	\$ 13,700.00	\$ 1,500.00	\$ 15,000.00	\$ 1,725.00	\$ 17,250.00				
	8-inch	each	4	\$ 1,200.00	\$ 4,800.00	\$ 1,402.00	\$ 5,608.00	\$ 1,100.00	\$ 4,400.00	\$ 950.00	\$ 3,800.00	\$ 1,100.00	\$ 4,400.00				
	6-inch	each	5	\$ 1,100.00	\$ 5,500.00	\$ 1,226.00	\$ 6,130.00	\$ 951.00	\$ 4,755.00	\$ 800.00	\$ 4,000.00	\$ 975.00	\$ 4,875.00				
9	Gate Valve and Valve Vault																
	12-inch in 5 foot diameter vault	each	1	\$ 4,000.00	\$ 4,000.00	\$ 3,090.00	\$ 3,090.00	\$ 2,634.00	\$ 2,634.00	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00				
	10-inch in 4 foot diameter vault	each	6	\$ 3,900.00	\$ 23,400.00	\$ 2,876.00	\$ 17,256.00	\$ 2,206.00	\$ 13,236.00	\$ 4,000.00	\$ 24,000.00	\$ 3,200.00	\$ 19,200.00				
	8-inch in 4 foot diameter vault	each	4	\$ 3,800.00	\$ 15,200.00	\$ 2,384.00	\$ 9,536.00	\$ 1,919.00	\$ 7,676.00	\$ 3,300.00	\$ 13,200.00	\$ 2,700.00	\$ 10,800.00				
	6-inch in 6 foot diameter vault	each	2	\$ 4,000.00	\$ 8,000.00	\$ 2,208.00	\$ 4,416.00	\$ 2,853.00	\$ 5,706.00	\$ 3,000.00	\$ 6,000.00	\$ 7,175.00	\$ 14,350.00				
	4-inch in 4 foot diameter vault	each	1	\$ 3,600.00	\$ 3,600.00	\$ 2,130.00	\$ 2,130.00	\$ 1,299.00	\$ 1,299.00	\$ 3,000.00	\$ 3,000.00	\$ 2,375.00	\$ 2,375.00				
10	Valve Vault (Additional Depth)																
	5 foot diameter	vert. ft.	1	\$ 500.00	\$ 500.00	\$ 123.00	\$ 123.00	\$ 190.00	\$ 190.00	\$ 150.00	\$ 150.00	\$ 350.00	\$ 350.00				
	4 foot diameter	vert. ft.	2	\$ 400.00	\$ 800.00	\$ 84.00	\$ 168.00	\$ 161.00	\$ 322.00	\$ 125.00	\$ 250.00	\$ 200.00	\$ 400.00				
11	Fire Hydrant																
		each	29	\$ 4,000.00	\$ 116,000.00	\$ 2,986.00	\$ 86,594.00	\$ 2,752.00	\$ 79,808.00	\$ 4,500.00	\$ 130,500.00	\$ 3,550.00	\$ 102,950.00				
12	Fire Hydrant Barrel Extension																
		vert. ft.	10	\$ 300.00	\$ 3,000.00	\$ 574.00	\$ 5,740.00	\$ 397.00	\$ 3,970.00	\$ 75.00	\$ 750.00	\$ 775.00	\$ 7,750.00				
13	Water Service Connection in Autumn Ridge																
		each	11	\$ 2,100.00	\$ 23,100.00	\$ 2,763.00	\$ 30,393.00	\$ 4,670.00	\$ 51,370.00	\$ 4,500.00	\$ 49,500.00	\$ 4,400.00	\$ 48,400.00				
14	Water Service Pipe in Autumn Ridge																
	8-inch	lin. ft.	128	\$ 55.00	\$ 7,040.00	\$ 33.70	\$ 4,313.60	\$ 34.90	\$ 4,467.20	\$ 45.00	\$ 5,760.00	\$ 42.75	\$ 5,472.00				
	5-inch through 3-inch	lin. ft.	190	\$ 50.00	\$ 9,500.00	\$ 53.75	\$ 10,212.50	\$ 34.90	\$ 6,631.00	\$ 40.00	\$ 7,600.00	\$ 52.50	\$ 9,975.00				
15	Water Service Connection																
	2 inch	each	18	\$ 1,200.00	\$ 21,600.00	\$ 2,262.00	\$ 40,716.00	\$ 2,262.00	\$ 40,716.00	\$ 1,000.00	\$ 18,000.00	\$ 1,625.00	\$ 29,250.00				
	1-1/2 inch	each	2	\$ 1,000.00	\$ 2,000.00	\$ 1,711.00	\$ 3,422.00	\$ 2,133.00	\$ 4,266.00	\$ 750.00	\$ 1,500.00	\$ 1,500.00	\$ 3,000.00				
	1 inch	each	49	\$ 800.00	\$ 39,200.00	\$ 1,250.00	\$ 61,250.00	\$ 1,993.00	\$ 97,657.00	\$ 600.00	\$ 29,400.00	\$ 650.00	\$ 31,850.00				
	1 inch without curb stop and service box	each	26	\$ 500.00	\$ 13,000.00	\$ 876.00	\$ 22,776.00	\$ 1,215.00	\$ 31,590.00	\$ 550.00	\$ 14,300.00	\$ 525.00	\$ 13,650.00				
16	Water Service Pipe																
	2-inch	lin. ft.	760	\$ 50.00	\$ 38,000.00	\$ 71.50	\$ 54,340.00	\$ 90.45	\$ 68,742.00	\$ 23.00	\$ 17,480.00	\$ 46.00	\$ 34,960.00				
	1-1/2-inch	lin. ft.	50	\$ 45.00	\$ 2,250.00	\$ 58.25	\$ 2,912.50	\$ 85.90	\$ 4,295.00	\$ 15.00	\$ 750.00	\$ 45.00	\$ 2,250.00				
	1-inch	lin. ft.	1,600	\$ 40.00	\$ 64,000.00	\$ 54.95	\$ 87,920.00	\$ 83.55	\$ 133,680.00	\$ 10.00	\$ 16,000.00	\$ 44.00	\$ 70,400.00				
17	Sanitary Sewer Replacement																
	8-inch pipe	lin. ft.	116	\$ 60.00	\$ 6,960.00	\$ 35.30	\$ 4,094.80	\$ 57.20	\$ 6,635.20	\$ 100.00	\$ 11,600.00	\$ 59.25	\$ 6,873.00				
	Mobilization/Demobilization	each	3	\$ 1,000.00	\$ 3,000.00	\$ 300.00	\$ 900.00	\$ 1.00	\$ 3.00	\$ 500.00	\$ 1,500.00	\$ 575.00	\$ 1,725.00				
	Connection to existing manhole	each	3	\$ 1,000.00	\$ 3,000.00	\$ 675.00	\$ 2,025.00	\$ 1,083.00	\$ 3,249.00	\$ 1,000.00	\$ 3,000.00	\$ 875.00	\$ 2,625.00				
	Connection to existing pipe	each	3	\$ 500.00	\$ 1,500.00	\$ 315.00	\$ 945.00	\$ 954.00	\$ 2,862.00	\$ 150.00	\$ 450.00	\$ 425.00	\$ 1,275.00				
18	Storm Sewer Replacement																
	18-inch pipe	lin. ft.	80	\$ 90.00	\$ 7,200.00	\$ 90.15	\$ 7,212.00	\$ 86.20	\$ 6,896.00	\$ 75.00	\$ 6,000.00	\$ 59.00	\$ 4,720.00				
	12-inch pipe	lin. ft.	104	\$ 70.00	\$ 7,280.00	\$ 57.70	\$ 6,000.80	\$ 53.85	\$ 5,600.40	\$ 50.00	\$ 5,200.00	\$ 52.00	\$ 5,408.00				
	Mobilization/Demobilization	each	5	\$ 1,000.00	\$ 5,000.00	\$ 300.00	\$ 1,500.00	\$ 1.00	\$ 5.00	\$ 500.00	\$ 2,500.00	\$ 575.00	\$ 2,875.00				
	Connection to existing structure	each	5	\$ 1,250.00	\$ 6,250.00	\$ 369.85	\$ 1,849.25	\$ 613.00	\$ 3,065.00	\$ 1,200.00	\$ 6,000.00	\$ 500.00	\$ 2,500.00				
	Connection to existing pipe	each	5	\$ 500.00	\$ 2,500.00	\$ 220.60	\$ 1,103.00	\$ 484.00	\$ 2,420.00	\$ 250.00	\$ 1,250.00	\$ 325.00	\$ 1,625.00				

VILLAGE OF PARK FOREST, ILLINOIS
2006 WATER MAIN IMPROVEMENTS PROJECT TABULATION OF BIDS:
 ENGINEER'S PROJECT NUMBER: 050734
 DATE: December 20, 2006, 10:00 A.M.

NO.	ITEM	UNIT	ENGINEER'S ESTIMATE			Dawn Companies, Inc. Frankfort, IL 60423			Sieve Spiess Construction Frankfort, IL 60423			Hasse Construction Co. Calumet City, IL 60409			Western Utility Contractors Frankfort, IL 60423		
			TOTAL QUANTITY	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST		
19	Tree Tunneling (Water Main)																
	Tunnel	lin.ft.	100	\$ 50.00	\$ 5,000.00	63.65	\$ 6,365.00	142.00	\$ 14,200.00	450.00	\$ 45,000.00	86.00	\$ 8,500.00				
	Mobilization/Demobilization	each	5	\$ 1,000.00	\$ 5,000.00	300.00	\$ 1,500.00	200.00	\$ 1,000.00	100.00	\$ 500.00	1,525.00	\$ 7,625.00				
20	Tree Removal																
	6 to 15-inch diameter	in.dia.	100	\$ 40.00	\$ 4,000.00	26.55	\$ 2,655.00	18.90	\$ 1,890.00	18.00	\$ 1,800.00	38.00	\$ 3,800.00				
	Over 15-inch diameter	in.dia.	52	\$ 50.00	\$ 2,600.00	33.00	\$ 1,716.00	26.25	\$ 1,365.00	25.00	\$ 1,300.00	51.00	\$ 2,652.00				
21	Line-stop																
	8-inch	each	5	\$ 7,500.00	\$ 37,500.00	5,166.00	\$ 25,830.00	3,490.00	\$ 17,450.00	4,000.00	\$ 20,000.00	3,575.00	\$ 17,875.00				
	6-inch	each	7	\$ 7,000.00	\$ 49,000.00	4,603.00	\$ 32,221.00	3,170.00	\$ 22,190.00	3,000.00	\$ 21,000.00	3,200.00	\$ 22,400.00				
22	Removal and Replacement of Unsuitable Material	cu.yd.	250	\$ 80.00	\$ 20,000.00	50.40	\$ 12,600.00	38.80	\$ 9,700.00	50.00	\$ 12,500.00	150.00	\$ 37,500.00				
23	Sanitary Sewer Service Line Repair	each	53	\$ 200.00	\$ 10,600.00	312.00	\$ 16,536.00	848.00	\$ 44,944.00	125.00	\$ 6,625.00	2,950.00	\$ 156,350.00				
24	Replacement of Drain Tiles																
	12-inch	lin.ft.	50	\$ 30.00	\$ 1,500.00	33.45	\$ 1,672.50	29.35	\$ 1,467.50	40.00	\$ 2,000.00	75.00	\$ 3,750.00				
	8-inch	lin.ft.	50	\$ 25.00	\$ 1,250.00	25.25	\$ 1,262.50	23.05	\$ 1,152.50	38.00	\$ 1,900.00	55.00	\$ 2,750.00				
	6-inch	lin.ft.	150	\$ 20.00	\$ 3,000.00	22.30	\$ 3,345.00	20.90	\$ 3,135.00	35.00	\$ 5,250.00	45.00	\$ 6,750.00				
25	Backfilling with Granular Backfill Materials																
	0 to 8 feet of pipe cover	lin.ft.	5,730	\$ 50.00	\$ 286,500.00	49.20	\$ 281,916.00	53.65	\$ 307,414.50	35.00	\$ 200,550.00	34.00	\$ 194,820.00				
	8 to 12 feet of pipe cover	lin.ft.	450	\$ 75.00	\$ 33,750.00	60.00	\$ 27,000.00	83.40	\$ 37,530.00	48.00	\$ 21,600.00	54.25	\$ 24,412.50				
26	Backfilling with Controlled Low Strength Flowable Fill Mixture	cu.yd.	250	\$ 100.00	\$ 25,000.00	84.15	\$ 21,037.50	75.50	\$ 18,875.00	125.00	\$ 31,250.00	135.00	\$ 33,750.00				
27	Pavement Restoration																
	Asphaltic Street - 4"	lin.ft.	2,800	\$ 40.00	\$ 112,000.00	53.15	\$ 148,820.00	30.35	\$ 84,980.00	30.00	\$ 84,000.00	75.50	\$ 211,400.00				
	Asphaltic Driveway/Parking Lot - 2-1/2"	lin.ft.	1,940	\$ 30.00	\$ 58,200.00	47.60	\$ 92,344.00	25.10	\$ 48,694.00	30.00	\$ 58,200.00	86.00	\$ 166,840.00				
	Concrete Driveway	lin.ft.	40	\$ 75.00	\$ 3,000.00	69.95	\$ 2,798.00	59.95	\$ 2,398.00	75.00	\$ 3,000.00	7.50	\$ 300.00				
	Concrete curb and gutter	lin.ft.	920	\$ 35.00	\$ 32,200.00	24.80	\$ 22,816.00	18.05	\$ 16,606.00	20.00	\$ 18,400.00	25.25	\$ 23,230.00				
	Concrete sidewalk	sq.ft.	5,370	\$ 6.00	\$ 32,220.00	5.85	\$ 31,414.50	4.20	\$ 22,554.00	5.00	\$ 26,850.00	5.25	\$ 28,192.50				
	Gravel shoulders	lin.ft.	40	\$ 5.00	\$ 200.00	2.70	\$ 108.00	4.85	\$ 194.00	25.00	\$ 1,000.00	12.75	\$ 510.00				
28	Restoration of Lawns and Parkways																
	Topsoil and Sod	lin.ft.	920	\$ 10.00	\$ 9,200.00	14.65	\$ 13,478.00	21.25	\$ 19,550.00	23.00	\$ 21,160.00	18.00	\$ 16,560.00				
	Topsoil and Seed	lin.ft.	4,720	\$ 4.00	\$ 18,880.00	12.70	\$ 59,944.00	6.05	\$ 28,596.00	10.00	\$ 47,200.00	15.00	\$ 70,800.00				
29	Abandonment of Existing Water Main and Appurtenances																
	Lump Sum		1	\$ 12,500.00	\$ 12,500.00	8,726.40	\$ 8,726.40	8,200.00	\$ 8,200.00	35,000.00	\$ 35,000.00	7,950.00	\$ 7,950.00				
	Autumn Ridge and Forest Brook Townhomes	Lump Sum	1	\$ 7,500.00	\$ 7,500.00	4,363.00	\$ 4,363.00	5,470.00	\$ 5,470.00	10,000.00	\$ 10,000.00	2,250.00	\$ 2,250.00				
	Rich Road and Green Street	Lump Sum	1	\$ 5,000.00	\$ 5,000.00	4,363.00	\$ 4,363.00	2,733.00	\$ 2,733.00	4,000.00	\$ 4,000.00	1,700.00	\$ 1,700.00				
	Juniper Street	Lump Sum	1	\$ 5,000.00	\$ 5,000.00	2,181.00	\$ 2,181.00	2,733.00	\$ 2,733.00	1,000.00	\$ 1,000.00	1,300.00	\$ 1,300.00				
	Park Street	Lump Sum	1	\$ 5,000.00	\$ 5,000.00	3,710.00	\$ 3,710.00	12,253.00	\$ 12,253.00	14,000.00	\$ 14,000.00	16,700.00	\$ 16,700.00				
30	Preconstruction Video Recording	Lump Sum	1	\$ 10,000.00	\$ 10,000.00	14,303.00	\$ 14,303.00	2,500.00	\$ 2,500.00	10,000.00	\$ 10,000.00	19,500.00	\$ 19,500.00				
31	Traffic Control and Protection	Lump Sum	1	\$ 20,000.00	\$ 20,000.00	20,000.00	\$ 20,000.00	20,000.00	\$ 20,000.00	20,000.00	\$ 20,000.00	20,000.00	\$ 20,000.00				
32	Cash Allowance	Lump Sum	1	\$ 2,329,690.00	\$ 2,329,690.00	2,093,876.00	\$ 2,093,876.00	1,137,720.85	\$ 1,137,720.85	2,206,217.00	\$ 2,206,217.00	2,749,252.50	\$ 2,749,252.50				
	TOTAL COST:				\$2,329,690.00		\$2,093,876.00		\$2,137,720.85		\$2,206,217.00	Corrected:	\$2,749,252.50				
												As Read:	\$2,744,852.50				

AGENDA BRIEFING

DATE: January 5, 2007

TO: Mayor Ostenburg
Board of Trustees

FROM: Hildy L. Kingma, AICP
Director of Economic Development and Planning

RE: Approval of Contract for Strategic Planning Study and Authorization for Village Manager to Sign and Village Clerk to Attest

BACKGROUND/DISCUSSION:

The Plan Commission has been working for a couple of years to develop a scope of work and identify a planning consultant to conduct a planning study for the community. The initial effort, which included a request for proposals issued in November 2004, resulted in proposals that exceeded the funds budgeted for the project. Therefore, in early 2005 the Plan Commission began the process of revising the scope of work for the study and applied for a grant from the Illinois Department of Economic Opportunity. A \$40,000 grant was awarded from ILDCEO to supplement the Village funds already allocated to the project.

The scope of work developed for the Strategic Planning Study is intended to focus on key development/redevelopment areas throughout the community and develop realistic and detailed implementation strategies for achieving the vision and goals established for the development and/or redevelopment of each area. This study is aimed at ensuring that the Village is taking the best economic advantage of the land resources that we have, and is positioned to participate in the growth that is occurring throughout the Chicago Southland. The final scope of work that is part of the attached contract includes the following key study areas:

- Downtown Gateway – including the 3.5 acres currently for sale and property along Western Avenue that is currently part of the Thorncreek Apartments
- Western Avenue Annexation Area – to develop a strategy for annexation of the area to the south of the Village’s current limits
- Park Forest Business Park
- The Eastgate Neighborhood
- Sauk Trail – west gateway into the Village of Park Forest
- Sauk Trail – east gateway into the Village of Park Forest
- Sauk Trail – in the vicinity of Rich East High School
- Norwood Square Shopping Center
- Residential Infill and Redevelopment

The Scope of Work also includes several means by which public input will be sought throughout the planning process. The consultant will work closely with a Steering Committee to review documents and provide detailed feedback on conceptual plans and implementation strategies. The Steering Committee is proposed to be made up of the Plan Commission, key staff members, and other community representatives. In addition, the consultant and Steering Committee will conduct two Community Workshops designed to obtain public input on the preparation of

preliminary development scenarios and on the more refined development scenarios and implementation plans. Finally, the Plan Commission will conduct a formal public hearing on the complete draft Strategic Plan prior to making a recommendation and forwarding the Plan to the Board of Trustees.

The Plan Commission issued a Request for Proposals for a Strategic Planning Study in early August. Proposals were received from six planning consultants and the Plan Commission conducted interviews with three of these consultants. Based on their review of the proposals and the interviews, the Plan Commission selected HNTB, with Economic Research Associates as the sub-consultant for the market analysis, as the recommended consultant for this project. The Contract attached to this item was prepared by the Village Attorney and accepted by the consultant. The Scope of Work (Exhibit A) was refined by the Staff and HNTB, based on the consultant's original proposal. This Scope of Work was approved by the Plan Commission at their meeting on December 19.

Note that HNTB is also conducting the work for the 211th Street Metra Station transit-oriented development study. Much of the work they have already conducted for that study, including portions of the Existing Conditions Study and the Market Study, will be transferable to this work. This will enable the consultant to provide a more detailed examination of the market conditions for the Strategic Planning Study than what might have otherwise been possible. A representative of the consultant will be present at the meeting on January 2, 2007.

The total contract amount for this project is \$85,000, which is within the total amount budgeted by the Village and funded by the ILDCEO grant. The project is expected to take approximately 10 months to complete.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular meeting of January 8, 2007 for consideration of approval and authorization for the Village Manager to sign and the Village Clerk to attest the contract.

MEMORANDUM

TO: Mayor and Board of Trustees

FROM: Vernita Wickliffe-Lewis, Chair
Park Forest Plan Commission

DATE: December 21, 2006

RE: Recommendation Regarding a Consultant Services Agreement for the Strategic Planning Study

After a great deal of work and consideration, the Plan Commission is very pleased to be able to make a recommendation to the Board to enter into a contract with a planning consultant for a Strategic Planning Study. After conducting interviews on December 14, the Plan Commission selected the firm of HNTB, with Economic Research Associates as a subconsultant, to undertake this important work. We asked the Staff to work with HNTB to refine their proposed Scope of Work so that it fully met our goals for an examination of several key areas in the community and included significant public involvement in the planning process. At our meeting on December 19, 2006, the Plan Commission voted unanimously to present the Scope of Work attached to the contract to the Board for approval.

Please note that one key element of the proposed planning process is the designation of a Steering Committee, which will be responsible for reviewing draft documents and providing detailed feedback on conceptual plans and implementation strategies. We propose that the Steering Committee will be made up of the Plan Commission, key staff members, and other community representatives. In order to ensure that we can start work on the Strategic Planning Study as soon as the contract is approved by the Board, we respectfully request that the Board consider appointing representatives from the following general areas to this Steering Committee:

- A property owner or business owner from the commercial area along Sauk Trail at the west entrance to Park Forest
- A representative from the Matteson Area Chamber of Commerce
- A representative from one of our local school districts
- A representative from the Eastgate neighborhood
- A property owner or business owner from the Park Forest Business Park
- A representative from one of the cooperative or condominium housing developments along Western Avenue
- A property owner, business owner, or resident along South Western Avenue, generally in the unincorporated area
- A representative from the Unitarian Universalist Community Church on Sycamore and Western Avenue
- Key member(s) of the Park Forest Village Staff

Thank you for the opportunity to undertake this important study for the Village of Park Forest. We look forward to working with the Steering Committee, the consultant, and the Board to ensure that we have appropriate and meaningful plans in place to guide the future growth and development of our community.

CONSULTANT SERVICES AGREEMENT - STRATEGIC PLANNING STUDY

THIS AGREEMENT is entered into this ____ day of _____, 200__, between the Village of Park Forest, Illinois, an Illinois home rule municipal corporation with offices at 350 Victory Drive, Park Forest, Illinois 60466 ("Village"), and HNTB Corporation, a professional planning and design firm with offices at 111 North Canal Street, Suite 1250, Chicago, Illinois 60606 ("Consultant").

WHEREAS, the Village intends to utilize the services of the above named Consultant to perform professional consulting services for the Village's "Strategic Planning Study" in accordance with Consultant's Scope of Services, attached hereto and incorporated herein by reference as Exhibit A ("the Project").

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the parties agree as follows:

1. SERVICES OF CONSULTANT

The Consultant shall:

- 1.1. Perform professional services in connection with the Project as hereinafter stated pursuant to Consultant's Scope of Services, attached as Exhibit A. In the event of any ambiguity or conflict between this Agreement and Exhibit A, this Agreement shall control.
- 1.2. Serve as the Village's professional Consultant representative in those phases of the Project to which this Agreement applies, and shall give consultation and advice to the Village during the performance of its services.
- 1.3. Designate in writing a person to act as its Project Manager with respect to the services to be performed under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define the Consultant's policies and decisions with respect to the services covered by this Agreement.

2. THE VILLAGE'S RESPONSIBILITIES

The Village shall:

- 2.1. Provide full information as required by the Consultant for the Project, including providing Consultant with all available base maps, blueprints, aerial photos, studies, reports, and ordinances needed to complete the Project or any portion thereof. Consultant may reasonably rely on the accuracy and completeness of these items. The Village shall provide these items and render decisions in a timely manner so as not to delay the orderly and sequential progress of Consultant's services.

- 2.2. Guarantee access to, and make all provisions for, the Consultant to enter upon public and private lands as required for the Consultant to perform its services under this Agreement.
- 2.3. Provide such legal, accounting and insurance counseling services as may be required by the Village for the Project.
- 2.4. The Village's Project Representative with respect to the services to be performed under this Agreement shall be the Village's Director of Economic Development and Planning ("Director"). The Director shall have complete authority to transmit instructions, receive information, interpret and define the Village's policies and decisions with respect to the services covered by this Agreement.
- 2.5. Furnish or direct the Consultant to provide, at the Village's expense, necessary additional services set forth in Section 3 of this Agreement, or other services as agreed upon between the parties.
- 2.6. Give the Consultant credit for its services performed under this Agreement in its official communications, published articles and project identification signage.
- 2.7. Any work product delivered in electronic form pursuant to this Agreement may require the Village to use certain third-party hardware and/or software products. The Village shall solely be responsible for obtaining licenses to use such third-party software. The Consultant makes no warranties or representations as to the quality, capabilities, operations, performance or suitability of any third-party hardware or software, including the ability to integrate with any software currently in use by the Village. The Village acknowledges that the quality, capabilities, operations, performance, and suitability of any third-party hardware or software lie solely with the Village and the vendor or supplier of that hardware or software.
- 2.8. If the Village makes any modifications to Deliverables, the Village shall either: (1) obtain the Consultant's prior written consent; or (2) remove the Consultant's name from the Deliverables. In the event that the Village selects option number two, the Consultant shall not be liable or otherwise responsible for such modifications or their effect on the results of the implementation of the recommendations contained in such Deliverables.

3. ADDITIONAL SERVICES

- 3.1. Consultant's fees shall not exceed amount of \$ 85,000 for its services performed pursuant to this Agreement. If authorized in writing by the Village, the Consultant shall furnish or obtain from others additional services that shall be paid for by the Village. If the representative of the Village responsible for the Project verbally requests Consultant to perform additional services, Consultant shall confirm in writing that the services have been requested and are additional services, after which the Village has fifteen (15) days to instruct Consultant not to perform such services. Failure of the Village to respond to Consultant's confirmation of said services within

the aforementioned specified time shall be deemed consent and agreement to pay for the additional services.

- 3.2. The Consultant shall perform additional services at no additional cost to the Village due to any negligent acts, errors, or omissions made by the Consultant in any phase of the services. The Consultant shall be promptly notified in writing and shall be required to perform such additional services as may be necessary to correct the negligent acts, errors, or omissions without undue delay. Acceptance of the services by the Village shall not relieve the Consultant of the responsibility for subsequent correction of any such error, omissions and/or negligent acts.

4. TERM OF AGREEMENT

- 4.1. The services to be provided by the Consultant pursuant to this Agreement shall commence on the effective date of this Agreement, and this Agreement shall continue to be in effect for a period of one year from the effective date of this Agreement, or until the services to be performed pursuant to Exhibit A are completed, whichever comes later, unless otherwise agreed to by the parties. This Agreement may be extended for additional periods of time pursuant to the Agreement of the parties.

5. PAYMENT FOR SERVICES AND REIMBURSEMENTS

- 5.1. The schedule for payment by the Village to the Consultant for the various services provided for in this Agreement is contained in Exhibit B. The Village shall make payments to the Consultant on a monthly basis to be billed at approximately \$8,000 monthly unless otherwise approved by the Village pursuant to invoices submitted by the Consultant upon approval of said invoices by the Village. Reimbursements for expenses shall be made by the Village as provided in Exhibit B.

6. OTHER PROVISIONS CONCERNING PAYMENTS

- 6.1. If the Village fails to make any payment not in dispute to the Consultant for services and expenses within sixty days after receipt of the Consultant's invoice, the amounts due the Consultant may be increased at the rate of 1.0% per month after said sixtieth day. The Village's failure to pay the Consultant's invoices within sixty (60) days of the invoice date shall constitute a material default of the Agreement for which the Consultant shall have the right upon 10 days written notice to the Village to cease performance of all its services and recover termination costs and damages.
- 6.2. In the event of termination by the Village pursuant to Section 7 below, the Consultant shall be paid for services rendered for the proportion of services completed up to the date of termination. In the event of any such termination, the Consultant also shall be reimbursed for the charges of independent professional associates and subconsultants employed by the Consultant up to the date of termination, and paid for all unpaid additional services and reimbursable expenses not in dispute.

- 6.3. Reimbursable expenses mean the actual expenses incurred by the Consultant or the Consultant's independent professional associates or subconsultants, directly or indirectly in connection with the Project, all as provided in Exhibit B.
- 6.4. Upon not less than seven days' written notice, the Consultant may suspend the performance of its services if the Village fails to pay the Consultant in full for services rendered or reimbursable expenses incurred as provided for in this Agreement. The Consultant shall have no liability because of such suspension of service or termination due to nonpayment.

7. TERMINATION

- 7.1. This Agreement may be terminated by either party at any time upon thirty (30) days written notice to the other party in accordance with Section 18.
- 7.2. Mailing of such notice as and when above provided shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.
- 7.3. If this Agreement is terminated pursuant to this Section 7, the Consultant shall be paid for labor and expenses incurred to date as provided in Section 6, subject to setoff for any damages, losses or claims resulting from or relating to Consultant's performance or failure to perform under this Agreement. This Agreement is subject to termination by either party if either party is restrained by state or federal law of a court of competent jurisdiction from performing the provisions of this Agreement. Upon such termination, the liabilities of the parties to this Agreement shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination.

8. INSURANCE

- 8.1. The Consultant shall, at the Consultant's expense, secure and maintain in effect throughout the duration of this Agreement, insurance of the following kinds and limits. The Consultant shall furnish Certificates of Insurance to the Village before starting work or within ten (10) days after the notice of award of the contract, whichever date is reached first. All insurance policies, except professional liability insurance, shall be written with insurance companies licensed to do business in the State of Illinois and having a rating of at least B+9, according to the latest edition of the Best's Key Rating Guide; and shall include a provision preventing cancellation of the insurance policy unless fifteen (15) days prior written notice is given to the Village. This provision shall also be stated on each Certificate of Insurance: "Should any of the above described policies be canceled before the expiration date, the issuing company shall mail 15 days written notice to the certificate holder named to the left."

The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law:

- (A) **Comprehensive General Liability:**

- i. Coverage to include Independent Contractors, Broad Form Property Damage, Contractual and Personal Injury.
- ii. Limits:

General Aggregate	\$ 2,000,000.00
Each Occurrence	\$ 2,000,000.00
Personal Injury	\$ 2,000,000.00
- iii. Cover claims arising out of the Consultant's operations or premises, anyone directly employed by the Consultant, and the Consultant's indemnification obligations under this Agreement, subject to the terms and conditions of the policy.

(B) Professional Liability:

- i. Per Claim Aggregate \$1,000,000.00
- ii. Per Project Aggregate \$1,000,000.00
- iii. Cover claims to the extent caused by the Consultant's professional services under this Agreement, anyone directly employed by the Consultant, and the Consultant's obligations under the indemnification provisions of this Agreement, subject to the terms and conditions of the policy.

(C) Workmen's Compensation:

- i. Shall be in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees who work on the Project, and in case work is sublet, the Consultant shall require each subconsultant similarly to provide Workmen's Compensation Insurance. In case employees engaged in hazardous work under this contract at the site of the project are not protected under Workmen's Compensation statute, the Consultant shall provide, and shall cause each subconsultant to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

(D) Comprehensive Automobile Liability:

- i. Coverage to include all owned, hired, non-owned vehicles, and/or trailers and other equipment required to be licensed, covering personal injury, bodily injury and property damage.
- ii. Limits:

Combined Single Limit	\$1,000,000.00
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(E) Umbrella:

- i. Limits:

Each Occurrence/Aggregate	\$ 2,000,000.00
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(F) **The Village of Park Forest shall be named as an additional insured on all insurance policies except Workmen's Compensation and Professional Liability.**

8.2. The Consultant understands and agrees that, except as to Professional Liability, any insurance protection required by this Agreement or otherwise provided by Consultant, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village as herein provided.

9. INDEMNIFICATION

9.1. The Consultant and the Village shall indemnify and hold harmless one another, their elected officials, officers, and employees from judgments, damages, losses, and costs, including attorney fees, to the extent caused by any negligent act, error, or omission arising out of the performance or non-performance of obligations under this Agreement, except to the extent such damages or losses are directly caused by the other party's negligence or willful misconduct. Except as to professional liability, such indemnification shall not be limited by reason of the enumeration of any insurance coverage herein provided.

9.2. Notwithstanding any other term in this Agreement, the Consultant shall not control or be responsible for another party's means, methods, techniques, schedules, sequences or procedures, or for construction safety or any other related programs.

9.3. The Consultant shall not be responsible for any delay in the performance or progress of the Project, or liable for any costs or damages sustained by the Village resulting from such delay, caused by any errors, omissions and/or negligent acts of the Village or its agents, or by changes ordered in the services, or as a result of any federal, state or regulatory authority, or riot or civil commotion, or by any other cause beyond the Consultant's control. In the event of such delay, the Consultant will proceed with due diligence to alleviate the delay and continue the performance of its obligations under this Agreement.

9.4. The Consultant shall not be responsible for any damages that may occur as a result of any modifications made to the Project of the Consultant by others without the Consultant's knowledge, or for damages that may occur because of the improper or negligent acts of others.

10. SUCCESSORS AND ASSIGNS

10.1. The Village and the Consultant each bind themselves and their partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party in respect to all covenants of this Agreement. Except as above, neither the Village nor the Consultant shall assign, sublet or transfer his interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any

personal liability on the part of any officer or agent of any public body that may not be a party hereto, nor shall it be construed as giving any right or benefits hereunder to anyone other than the Village and the Consultant.

11. FORCE MAJEURE

11.1. Neither the Consultant nor the Village shall be responsible or liable for any delay or failure in performance of any part of this Agreement if due to a cause beyond its control and without its fault or negligence including, without limitation: (1) acts of nature; (2) acts or failure to act on the part of any governmental authority other than the Village or Consultant, including, but not limited to, enactment of laws, rules, regulations, codes or ordinances subsequent to the date of this Agreement; (3) acts of war; (3) acts of civil or military authority; (4) embargoes; (5) work stoppages, strikes, lockouts, or labor disputes; (6) public disorders, civil violence or disobedience; (7) riots, blockages, sabotage, insurrection or rebellion; (8) epidemics; (9) terrorist acts; (10) fires or explosions; (11) nuclear accidents; (12) earthquakes, floods, hurricanes, tornadoes, or other similar calamities; (13) major environmental disturbances; or (14) vandalism.

12. AMENDMENTS AND MODIFICATIONS

12.1. This Agreement may be modified or amended from time to time provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly authorized and signed by the authorized representative of the Village and the authorized representative of the Consultant.

13. STANDARD OF CARE

13.1. The Consultant shall perform all of the provisions of this Agreement in a manner with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

13.2. The Consultant shall be responsible for the accuracy of its professional services under this Agreement and shall promptly make revisions or corrections resulting from its errors, omissions, or negligent acts without additional compensation. The Village's acceptance of any of Consultant's professional services shall not relieve Consultant of its responsibility to subsequently correct any such errors or omissions, provided the Village notifies Consultant thereof within one year of completion of the Consultant's services.

13.3. The Consultant shall respond to the Village's notice of any errors and/or omissions within seven (7) days of written confirmation by the Consultant of the Village's notice. Such confirmation may be in the form of a facsimile confirmation receipt by the Village, or by actual hand delivery of written notice by the Village to the Consultant.

14. SAVINGS CLAUSE

14.1. If any provision of this Agreement, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of its requiring any steps, actions or results, the remaining parts or portions of this Agreement shall remain in full force and effect.

15. NON-WAIVER OF RIGHTS

15.1. No failure of either party to exercise any power given to it hereunder or to insist upon strict compliance by the other party with its obligations hereunder, and no custom or practice of the parties at variance with the terms hereof, nor any payment under this agreement shall constitute a waiver of either party's right to demand exact compliance with the terms hereof.

16. ENTIRE AGREEMENT

16.1. This Agreement sets forth all the covenants, conditions and promises between the parties, and it supersedes all prior negotiations, statements or agreements, either written or oral, with regard to its subject matter. There are no covenants, promises, agreements, conditions or understandings between the parties, either oral or written, other than those contained in this Agreement.

17. GOVERNING LAW, VENUE AND DISPUTE RESOLUTION

17.1. This Agreement shall be governed by the laws of the State of Illinois both as to interpretation and performance. Venue for any action arising out of or relating to this Agreement shall be in the Circuit Court of Cook County, Illinois.

17.2. By mutual agreement of the parties, disputes arising out of or relating to this Agreement are subject to mediation as a condition precedent to instituting legal proceedings between the parties. The mediation shall be conducted by a mediation service acceptable to the parties, and the costs of said mediation shall be shared equally by both parties. A demand for mediation shall be made within a reasonable time after a claim or dispute arises. In no event shall any demand for mediation be made after such claim or dispute would be barred by applicable law.

18. NOTICE

18.1. Any notice required to be given by this Agreement shall be deemed sufficient if made in writing and sent by certified mail, return receipt requested, by personal service, or by facsimile to the persons and addresses indicated below or to such other addresses as either party hereto shall notify the other party of in writing pursuant to the provisions of this subsection:

If to the Village:

Village Manager
Village of Park Forest
350 Victory Drive

If to the Consultant:

Associate Vice President
HNTB Corporation
111 North Canal Street, Suite 1250

Park Forest, Illinois 60466
Fax: (708) 503-8560

Chicago, Illinois 60606
Fax: (312) 930-9063

18.2. Mailing of such notice as and when above provided shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.

18.3. Notice by facsimile transmission shall be effective as of date and time of facsimile transmission, provided that the notice transmitted shall be sent on business days during business hours (9:00 a.m. to 5:00 p.m. Chicago time). In the event facsimile notice is transmitted during non-business hours, the effective date and time of notice is the first hour of the first business day after transmission.

19. DRAWINGS, DOCUMENTS AND PROPRIETARY INFORMATION

19.1. The Village shall be the owner of all reports, drawings, plans, specifications and other documents prepared by the Consultant and any subconsultants, including those in electronic form and may use such documents without restrictions on the Project, additions to the Project or for completion of the Project by others, or modifications or maintenance of the Project, provided the Village is not in default on any payment due.

19.2. Information relating to the Project, unless in the public domain, shall be kept confidential by the Consultant and shall not be made available to third parties without written consent of the Village, unless required by law.

19.3. The Consultant reserves the right to include representations of the Project in its promotional and professional materials.

20. BINDING AUTHORITY.

20.1. The individuals executing this Agreement on behalf of the Consultant and the Village represent that they have the legal power, right, and actual authority to bind their respective parties to the terms and conditions of this Agreement.

21. HEADINGS AND TITLES.

21.1. The headings or titles of any provisions of this Agreement are for convenience or reference only and are not to be considered in construing this Agreement.

22. COUNTERPARTS.

22.1. This Agreement shall be executed in counterparts, each of which shall be considered an original and together shall be one and the same Agreement.

23. EFFECTIVE DATE.

23.1. As used in this Agreement, the Effective Date of this Agreement shall be the date that the Village Clerk for the Village of Park Forest attests the signature of the Village Manager of the Village of Park Forest.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representatives on the day and date first written above.

VILLAGE OF PARK FOREST

HNTB CORPORATION

Name: Thomas Mick
Title: Village Manager

Name:
Title:

ATTEST:

ATTEST:

Name: Dawn Robinson
Title: Village Clerk

Name:
Title:

EXHIBIT A – SCOPE OF WORK

VILLAGE OF PARK FOREST STRATEGIC PLANNING STUDY

Phase 1: Inventory & Existing Conditions Analysis

Task 1.1 – Steering Committee Kick-Off Meeting

The consultant team will meet with the Steering Committee to discuss the study approach and schedule; explain roles and responsibilities; coordinate data collection; define geographic limits; and, most importantly, identify key issues and opportunities for the following priority study areas:

- Western Avenue Corridor, including:
 1. *Downtown Gateway* – A 3.5 acre vacant site exists on Main Street off of Western Avenue, the gateway to Downtown Park Forest. This vacant property represents an opportunity to expand downtown commercial and residential uses. In conjunction with the broker engaged by the Village to market this site, HNTB will investigate the potential to redevelop the property, as well as adjacent areas of the Thorncreek Apartments, to improve the downtown gateway area.
 2. *Western Avenue Annexation Area* - A significantly scaled unincorporated area lays roughly south of Steger Road along the Western Avenue corridor. The Village has expressed interest in annexation of this area. Issues to be explored include development possibilities and fire protection control.
 3. *Park Forest Business Park* – HNTB will examine the consistency between current zoning and land-use within the area and market potentials for remaining vacant sites, or sites suitable for redevelopment. The plan will integrate community objectives, market potentials and required development regulations adjustments in the recommendations.
 4. *The Eastgate Neighborhood* – HNTB will explore market based considerations for residential reinvestment in the Village in general and what barriers might exist, and explore ways to redevelop this particular neighborhood. The Village has indicated a willingness to consider land-banking property for future redevelopment.
- Sauk Trail Corridor
 6. *West Gateway area from Richton Park into Park Forest* – which will examine the potential for redevelopment and re-use of commercial and residential properties within the gateway area at Central Avenue, as it relates to, among other things, the Metra electric train station at Governors Highway in Richton Park.
 7. *East Gateway at Sauk Trail and Western Avenue* - HNTB will examine the market interest and rationale for non residential re-use or development in the area.
 8. *Marquette and Niagara Streets* – Just south of Sauk Trail, at the intersection of Marquette and Niagara Streets, the Village owns several vacant parcels. The consulting team will explore the development potential of these sites, as well as their relationship to adjoining properties for re-use.

VILLAGE OF PARK FOREST STRATEGIC PLANNING STUDY

- *Norwood Square Shopping Center* – HNTB will meet with the Village’s real estate/broker representative (key person interviews) to become familiar with site reuse or redevelopment potential, and establish a planning framework guiding land use, zoning, access and related development features.
- *Residential Infill and Redevelopment* – HNTB will work with the Village to explore ways in which market interest can be drawn to residential revitalization initiatives in the community.

Product: Meeting Summary, including key issues and opportunities

Task 1.2 – Digital Base Mapping

Using digital GIS parcel data and digital aerial photo sources from the Village, HNTB will create a digital base map and aerial photo base for each study area and the Village as a whole. The digital base maps and photos will be used throughout the planning process to document existing conditions and highlight proposed concept plans and improvements.

Product: Digital Base Maps for each study area

Task 1.3 – Data Collection and Analysis

Since HNTB is currently assisting the Village, the data collection process will be more efficient than is typical at the start of a project. HNTB will review the following studies and document relevant issues related to each study area: Park Forest Comprehensive Plan and Zoning Code; 2003 Community Profile; 2002 Downtown Master Plan Update; 1997 Downtown Master Plan; 1992 Strategic Plan; and, any pertinent transportation studies. HNTB will also collect information and conduct field surveys to document the following conditions for each study area:

- Existing land use and zoning
- General building conditions
- Natural features and constraints
- Transportation facilities
- Public infrastructure

Due to the extensive research necessary for land ownership patterns, HNTB recommends that the research be conducted for the near-term development projects in this study’s implementation phase.

Task 1.4 – Key Person Interviews

It is important that contact be made with a variety of community stakeholders early in the process to gain insight and understanding of community needs and perceptions regarding development within each study area. The consultant team will work with the Village to identify interview candidates. Interviews will be scheduled by the Village and held at Village Hall. Interviewees might include selected property owners, residents, and

VILLAGE OF PARK FOREST STRATEGIC PLANNING STUDY

representatives from business, government, public service agencies, civic groups, and local lending, development, and real estate interests. HNTB and ERA will conduct the interviews over the course of one day at the Village Hall. HNTB will elicit views on planning issues and opportunities, while ERA will interview local brokers, property managers, and developers to expose and develop an understanding of the market nuances impacting each study area.

Product: Brief written summary of key person interviews

Task 1.5 - Development Perspective Analysis

As part of the 211th Street Metra Station Study, the HNTB consultant team is already producing a full market study of local economic conditions and development potentials. For the Strategic Planning Study, Economic Research Associates (ERA) will review this market study to understand existing conditions and identify potential redevelopment opportunities that are realistic and marketable for each study area. The focus of the development overview is to provide key drivers and assumptions for the implementation effort. In addition, ERA will incorporate the following specific elements, if needed:

- Analysis of in-house databases for commercial retail, industrial, and office markets, if necessary, to clarify rents, occupancy, and tenants.
- Analysis of suburban Chicago condominium development trend data, collected through recent project assignments, to understand absorption, amenities, pricing, and parking requirements.
- Analysis of specific national retail industry trends which have direct local implications.

The intent of preparing a development perspective analysis is to identify core market assumptions that will drive redevelopment potentials for the study areas. The market analysis approach for this project is being used to develop and refine core project financial assumptions which will drive the financial / gap analysis.

Task 1.6 – Inventory and Existing Conditions Report

HNTB will synthesize the information collected in the previous tasks into a draft Inventory and Existing Conditions Report. The report will be prepared to summarize, highlight, and explain the relevancy of existing conditions within the study areas and to identify major issues and opportunities for development and redevelopment. The report will be produced in a concise and user-friendly format, consisting primarily of brief narratives, annotated base maps, graphics, outlines, and tables. Specifically, the report will include these elements:

- Key Development Perspective findings
- Existing land uses and generalized building conditions
- Existing infrastructure and transportation conditions
- Natural constraints

VILLAGE OF PARK FOREST STRATEGIC PLANNING STUDY

- Summary of issues and opportunities to provide an overall sense of direction for strategic planning and investment.

Product: Draft Inventory and Existing Conditions Report, to be delivered to the Steering Committee for a one-week review period prior to their meeting (up to 12 printed copies and a .pdf file)

Task 1.7 – Steering Committee Review Meeting

The Village’s Plan Commission, and other community representatives as appointed by the Village, will serve as the project Steering Committee. HNTB will meet with the Steering Committee in a public setting to review the findings in the draft Inventory and Existing Conditions Report, and to obtain feedback and comments. Based on the feedback, HNTB will finalize the report’s findings prior to a public meeting.

Product: Inventory and Existing Conditions Report, incorporating Steering Committee input (up to 12 printed copies and a .pdf file)

Task 1.8 – Community Workshop

With the assistance of HNTB, the Steering Committee will host a community workshop to explain the results of the existing conditions inventory and solicit community insight regarding issues and potentials for each area. Following a presentation from the consultant, community views and ideas regarding the issues and/or opportunities for each will be explored. The results of the meeting will provide input into preparation of preliminary development scenarios in the next step of the process.

Outcome: Understanding of community opinions and ideas for the study areas.

Phase 2: Concept Plan Development

Task 2.1 - Preliminary Development Scenarios

The consulting team will create two preliminary development scenarios for the six priority study areas, identified in Task 1.1. These plans will be based on the results of the inventory and existing conditions analysis, especially the development perspective analysis. Each scenario, as appropriate, will identify proposed land uses and general site development patterns, mixed-use and transit supportive development opportunities access improvements, policy options, and implementation measures. HNTB will provide preliminary sketch plans for review and discussion with Village staff prior to preparing the digital graphics for each preliminary development scenario.

Product: Two preliminary development scenarios for each study area, including supporting text describing the rationale and features of each scenario

VILLAGE OF PARK FOREST STRATEGIC PLANNING STUDY

Task 2.2 - Developer Panel Review

Working with Village staff, the consulting team will identify two to four candidates for a developer panel who will review and comment on the preliminary scenarios from a marketability, staging, and investment standpoint. The purpose of the review will be to test and validate ideas and assumptions prior to bringing the plans into a public forum. Based upon the developer's review, HNTB will refine the preliminary development scenarios.

Product: Refined preliminary development scenarios for each study area

Task 2.3 – Scenarios Evaluation Memorandum

The consulting team will prepare an evaluation of each of the scenarios for comparison purposes to assist the Village in determining its preferences. The planning evaluation can consider market implications and proposed developments, transportation and public infrastructure, general implementation considerations, and the overall impact on the community. Related preliminary financial evaluations can include benchmark comparisons with existing completed projects (regional or national), to provide a “real-world” perspective as to development project components, scale, density, mix of uses, and level of public support. ERA will also begin to construct the financial models that will be used later in Task 3 to evaluate project financial performance and potential funding gaps.

Product: Draft Scenarios Evaluation Memorandum, to be delivered to the Steering Committee for a one-week review period prior to their meeting (up to 12 printed copies and a .pdf file)

Task 2.4 – Steering Committee Review Meeting

HNTB will meet with the Steering Committee to review the findings in the draft Scenarios Memorandum, and to obtain feedback and comment. An important outcome of this meeting is the Steering Committee's consensus on a preferred scenario for each study area. The conclusions of this meeting will provide the basis for eliciting public input on the development scenarios and planning options in the next step of the process.

Product: Refined Scenarios Evaluation Memorandum, incorporating Steering Committee input (up to 12 printed copies and a .pdf file)

Task 2.5 – Community Workshop

With the assistance of HNTB, the Steering Committee will host a community workshop to explain the results of the scenarios plans and policies exercise, and secure community input on ideas. At the conclusion of the meeting, the Steering Committee will take final action on the direction of the strategic plan.

VILLAGE OF PARK FOREST STRATEGIC PLANNING STUDY

Outcome: Understanding of community opinions and ideas for the study areas, and direction for preparation of final plans and an implementation strategies.

Phase 3: Final Concept Plans and Implementation

Task 3.1 – Final Concept Plans

Based on the Steering Committee’s preferences (Task 2.5), a final concept plan will be developed for the priority study areas. Each concept plan will outline the overall development potential in terms of land uses, size and scale, densities, access and parking, and necessary public improvements. Generalized building footprints will be indicated, along with site circulation and urban design features, when appropriate.

Product: Final Concept Plans for each study area

Task 3.2 - Financial Gap Analysis

Working with HNTB, ERA will initiate a financial modeling exercise to evaluate the market and financial implications associated with study areas 1,4,6,7 and 8. identified under task 1.1 above. The modeling exercise, essentially a variation on a land residual analysis, will estimate from a developer’s perspective the probable value to acquire an infill parcel, given estimated construction costs, project holding periods, and likely revenue from rents or unit sales. For specific priority parcels identified by the team, the approach will consider the following:

- Appropriate benchmarks for minimum developer returns on investment
- Discussion of development potentials for a given site, including density, use mix, parking requirements, development timing, and potential development costs.
- Analysis of potential gaps between market-derived project revenue and project investment requirements.
- Assessment of the potential public sector role to play in offsetting any gaps.
- Fiscal impacts of new development, including analysis of retail sales taxes and property taxes, as appropriate.
- Analysis of the public sector’s return on investment for each identified project.

Task 3.3 – Implementation Strategies

HNTB, with assistance from ERA, will develop a detailed set of implementation strategies for the final concept plans. These implementation strategies will include:

- Priorities for action, including those related to funding, marketing, and development
- Based on financial gap analysis, a description of appropriate funding sources and marketing strategies to identify and secure potential developers
- Actions that should become the responsibility of the Village or other public entities, and those that should be accomplished by a private developer
- Development phasing and scheduling suggestions

VILLAGE OF PARK FOREST STRATEGIC PLANNING STUDY

- Land ownership for the near-term, high-priority development project areas
- “Order of magnitude” cost estimates for each near-term, high-priority development project
- Identify ways in which community-wide WiFi computer network access has been made available in communities in northeast Illinois

Task 3.4 – Prepare the Park Forest Draft Strategic Plan

Based on Tasks 3.1 to 3.3 and the previous phases of this study, HNTB will produce a draft Strategic Plan that includes:

- Introduction
- Existing Conditions Map
- Future Conditions Map — which highlights the final concept plans in relation to the entire community
- Development Program – which includes final concept plans, development potentials, and implementation strategies for each study area in a format that can be published separately as a “poster plan”
- Strategies and Implementation Program - which focuses on the key strategies and actions of the Village and its partners to realize success in the program

The overall format of this product will be a succinct, user-friendly document of approximately 20-30 pages that can be readily reviewed and understood by the potential investors.

Product: Draft Strategic Plan, to be delivered to the Steering Committee for a one-week review period prior to their meeting (up to 12 printed copies and a .pdf file)

Task 3.5 – Steering Committee Review Meeting

HNTB will meet with the Steering Committee to review the draft Strategic Plan, and to obtain feedback and comments. Based on the feedback, HNTB will refine the Plan prior to a public meeting presentation for the Village Plan Commission.

Product: Revised Strategic Plan (up to 12 printed copies and a .pdf file)

Task 3.6 – Plan Commission Public Hearing

HNTB will present the findings of the Strategic Plan to the Village’s Plan Commission in a public hearing format. HNTB will address any questions and obtain feedback from the Plan Commission, as well as the general public. An important outcome of this meeting is the Plan Commission’s recommendation to submit the Strategic Plan to the Village Board for formal adoption, after the appropriate public hearing comments have been incorporated into the final report.

VILLAGE OF PARK FOREST STRATEGIC PLANNING STUDY

Phase 4: Final Report

Task 4.1 – Final Strategic Plan

HNTB will prepare the final Strategic Plan to incorporate and address comments from the Plan Commission Public Hearing (Task 3.6). The final Strategic Plan will consist of the same elements as the draft (Task 3.4). The 11 x 17 inch “poster plans” within the final report will be printed at a larger 2 x 3 foot scale for display by the Village prior to the final Board presentation, if desired.

Product: Final Strategic Plan, to be delivered to the Village Board for a one-week review period prior to their meeting (up to 12 printed copies and a .pdf)

Task 4.2 – Village Board Meeting

HNTB will present the findings of the Strategic Plan to the Village Board and address any questions prior to its adoption.

Task 4.3 – Final Deliverables

Once adopted, HNTB will reproduce 45 copies of the final Strategic Plan. The final Strategic Plan will be provided in a digital format that may be used for the Village’s website and for additional Village reproduction of the report.

Product: Adopted Strategic Plan (up to 45 printed copies and a .pdf file)

EXHIBIT B – SCHEDULE OF CONSULTANT SERVICES

Phase 1	\$18,500
Phase 2	\$18,500
Phase 3	\$22,000
Phase 4	<u>\$2,500</u>
HNTB Labor Costs	\$61,500
Economic Subconsultant	\$20,000
Travel & Printing Expenses	<u>\$3,500</u>
Total Costs	\$85,000