

WATER PRODUCTION PHASE I
PLANNING FIBER OPTIC
PERMITTING



Oak Park

VILLAGE OF OAK PARK
PERMIT PLAN REVIEW AND
INSPECTION SERVICES

STREETSCAPE STORM
DESIGN SEWER
WATER STRUCTURAL
DISTRIBUTION
LANDSCAPING SIDEWALK/PEDESTRIAN
TRAFFIC ENGINEERING
STREET ROADWAYS
LIGHTING
PHASE II MUNICIPAL
PROPERTIES
SANITARY/COMBINED SEWER
PHASE III SURVEYING

CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 W. HIGGINS RD., STE. 600 | ROSEMONT, IL 60018

847.823.0500 | WWW.CBBEL.COM | FOLLOW US ON TWITTER @BURKENGINEERING





CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 W Higgins Road, Suite 600 Rosemont, Illinois 60018-4920 Tel (847) 823-0500 Fax (847) 823-0520

February 23, 2023

Village of Oak Park
201 South Blvd
Oak Park, IL 60302

Attention: Eric L. Otto, PE, CPESC, CPSWQ

Subject: **Permit Plan Review and Inspection Services**

Dear Mr. Otto:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit our qualifications to provide Permit Plan Review and Inspection Services to the Village of Oak Park. We have read and thoroughly understand the scope of services outlined in the RFP; and we have no objections to any terms outlined in the RFP.

Our project team will be led by Jack Gallagher, PE, who is a Senior Civil Engineer in our Municipal Engineering Department. We have presented Andrew Lewand, EI as an alternative. The staff outlined in this submittal will be available for the duration of the project. We do not intend to utilize any subconsultants in the completion of this contract.

We trust that the attached material outlines our enthusiasm and demonstrates our ability to provide these services to the Village.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in green ink, appearing to read 'MK', with a long, sweeping horizontal line extending to the right.

Michael Kerr, PE
President

TABLE OF CONTENTS

TAB 1 KEY STAFF

Resumes

TAB 2 SIMILAR PROJECT EXPERIENCE

References

TAB 3 HOURLY RATES

TAB 4 REQUIRED FORMS

KEY STAFF/DEPTH AND BREADTH OF FIRM

We are proposing Jack Gallagher, PE, (Engineer IV) on a part-time basis. We propose Jack in the office at Village Hall 2 days per week and an additional 4 hours per week out of his Rosemont office.

As an alternative, we are proposing Andrew Lewand (Engineer I/II). Andrew could be available at Village Hall 4 to 5 days per week according to workload. If, and when necessary, both are qualified to perform the non-permit related tasks outlined on page 7 the RFP.

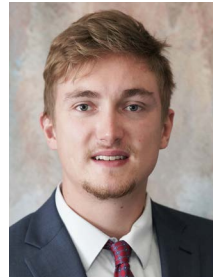


JACK GALLAGHER, PE | PROJECT MANAGER

Jack is a licensed Professional Engineer responsible. His responsibilities include municipal engineering plan review, site analysis, and inspections for compliance with local and state regulations. Prior to his work in the public sector, Jack worked 15 years in the private sector with two engineering firms: one that focused on environmental investigations and cleanup of contaminated properties, and another that focused on transportation and land development projects.

ANDREW LEWAND, EI | PROJECT ENGINEER

Andrew is a Professional Engineer in Training responsible for plan reviews for compliance with local and state regulations for various communities, inspection services for resident development and public works consulting. For the past year, Andrew has completed reviews for numerous towns. His experience includes maintaining regular working hours at New Lenox Village Hall where he completes engineering inspections for all private developments.



Jack and Andrew have worked with, been trained by, and will be supported by more than 100 years of experience. The depth and breadth of our Municipal Review Department is substantial. Our experience spans 4 decades and includes 3 former Village Public Works Directors. The Department is lead by **DANIEL LYNCH, PE**. Dan has 32 years (all at CBBEL) of review experience and represents CBBEL in Darien, Wayne, and Oakbrook Terrace to name a few. The department of six people consists of five PE's, 3 CFM's and 1 EIT. All staff are licensed to the extent that their years of experience allows. The entire department stands ready to support and/or provide necessary back up Jack and Andrew at a moments notice.



YEARS EXPERIENCE: 28
YEARS WITH CBBEL: <1

EDUCATION

Bachelor of Science, 1992
Civil Engineering,
University of Illinois at
Chicago

PROFESSIONAL REGISTRATION

Professional Engineer, IL,
062.052449, 1998

CERTIFICATIONS

PSMJ / EK Project
Management

FEMA National Incident
Management System
[Trained for
Levels 100 thru 800]

Jack Gallagher, PE

Senior Civil Engineer

Jack is a Professional Engineer who joined CBBEL after 13 years of public employment in a dual role as Village Engineer and Director of Community Development for the Village of Oak Lawn. His responsibilities include municipal engineering plan review, site analysis, and inspections for compliance with local and state regulations. Prior to his work in the public sector, Jack worked 15 years in the private sector with two engineering firms: one that focused on environmental investigations and cleanup of contaminated properties, and another that focused on transportation and land development projects.

2007-2020 VILLAGE ENGINEER: OAK LAWN, IL*

- Managed the Department of Community Development, which included Planning, Zoning, Permitting, Engineering, Geographic Information Systems, Property Maintenance, and Health as the Village Engineer and Director of Community Development.
- Assisted the Public Works team with budgeting, planning and bidding of the annual street resurfacing program, including replacement of water mains and sewer repairs.
- Oversaw consultants, contractors, and inspectors working on various infrastructure projects.
- Assisted with land acquisition, purchase and sale agreements, and easements for various infrastructure and land development projects.
- Coordinated public meeting agendas and minutes for the Planning and Development Commission, Public Works / Water Works Committee, Architectural Review Committee, and Traffic Review Committee.
- Worked with Advocate Hospital's development team through the process of zoning, plan review and permitting for their hospital expansion that included new buildings, new parking garages, traffic signals, sewer, water, streetscapes and a pedestrian overpass.
- Redevelopment of 2 vacant Kmart properties. Worked with developer teams through the processes of zoning, plan review, entitlement, easement and permitting.
- Oak Lawn Regional Water System. Worked with a multi-discipline team developing water supply agreements with customer communities, and construction documents for the expansion of this water system from 55 MGD to 105 MGD.
- Stony Creek Golf Course bike trail. Coordinated the design and construction of 1.2 miles of multi-use trail.
- Quiet Zone Implementation. Worked with engineers and contractors to implement safety measures to allow 7 rail crossings to be on the Federal Quiet Zone list.
- Advised home owners on a variety of issues: downspouts, sump pump discharges, illegal sewer connections, overhead sewers, drainage, and fences.
- Signalization of 95th Street (IL 20) at Museum Drive. Worked with the engineering team to develop a new wider and reconfigured access to the Oak Lawn Metra station.
- Signalization of 95th Street (IL 20) at Kilbourn Avenue. Worked with the Advocate Hospital team on the permitting of a new signal to improve ambulance access to the Emergency Department.
- Reviewed collocation plans and agreements for Village-owned cell towers and water towers, and for small cell sites.
- Emergency vehicle pre-emption (EVP). Worked with the engineering team to implement EVP systems at over 20 intersections.
- Coordinated the implementation of a Village-wide Geographic Information System including digitization of Village infrastructure using atlases, aerials and field surveying.
- Infiltration and Inflow reduction program. Worked with the Public Works Sewer Division to develop a sewer rate model and funding for an annual slip lining program. This led to the Village reducing its ICAP numbers and being released from its consent decree.
- Worked with engineers and the Public Works team to replace 4 sanitary sewer lift stations.
- Oversaw the implementation of a new Property Maintenance program to inspect and ticket neglected properties under the International Property Maintenance Code.
- Alley paving program. Coordinated the paving of over 20 asphalt or unpaved alleys with concrete.
- Dedicated left turn lane on Central Avenue at 91st Street. Cook County Highway Department.

- Worked with FEMA and IDNR during their 2009 map updating program, including the review of superseded LOMA properties.
- Culvert replacement at Oak Lawn lake outfall. Worked with Public Works on the design and bidding to replace aging culvert.
- Worked with Village counsel to draft ordinances, resolutions and new policies for Village Board consideration.

2000-2007 PRINCIPAL ENGINEER, PROJECT MANAGER: EDWARDS & KELCEY (JACOBS ENGINEERING)*

- Worked with multi-discipline teams to prepare construction documents for over 20 small commercial land development projects.
- Managed the permitting of various commercial projects through state and local agencies.
- Document control, quantities and inspections for Illinois Tollway Open Road Tolling, I-88 at Dixon and Dekalb.
- Oversight of concrete work, retaining walls, caissons, earthwork, etc. for Tollway projects.

1992-2000 ENVIRONMENTAL ENGINEER, PROJECT MANAGER: WESTON SOLUTIONS*

- Managed field crews sampling soil and water at US EPA listed contaminated sites throughout the Midwest. Analyzed and organized lab data for EPA use.
- Managed field crews sampling soil and water for decommissioning a US Department of Energy Nuclear research facility EG&G Mound. Analyzed and organized lab data.
- US Postal Service Stormwater Pollution Prevention Plans.
- Spill Prevention, Control and Countermeasure Plans.
- Resident Engineer for Brownfield remediation at General Motors property in Flint, Michigan.
- US EPA city-wide residential groundwater well investigation in Warsaw, Indiana.
- US EPA site investigations for cleanup of radiation sites in Ottawa, IL.
- Dangerous Goods Shipping, Train the Trainer. International Air Transport Agency.

* prior experience



YEARS EXPERIENCE: 2
YEARS WITH CBBEL: 2

EDUCATION

Bachelor of Science, 2020
Civil Engineering
Marquette University

PROFESSIONAL REGISTRATION

Engineer Intern, IL
061.041620

PROFESSIONAL AFFILIATIONS

Toastmasters International

American Society of
Civil Engineers

Andrew Lewand, EI

Civil Engineer

Civil Engineer responsible for assisting with the review of private development plans for compliance with local and state regulations for various communities, design of municipal infrastructure projects, inspection services for private development and public works consulting.

Software Experience: MicroStation, SWMM-EPA, AutoCAD, ArcGIS

MUNICIPAL PROJECT ENGINEERING AND MANAGEMENT

2021 Motor Fuel Tax Projects, Willowbrook, Willow Springs, and Wayne: Assisted Project Manager in assembling IDOT contracts, and estimate costs for street resurfacing funded by motor fuel tax dollars.

Village of New Lenox: Public Infrastructure Inspector for all current projects, Oversees erosion control, utility testing pressure tests on watermain and sanitary sewers. Inspects new roads and new utilities.

PLAN REVIEW EXPERIENCE

Assists senior staff and performs individual reviews for a variety of development projects such as single family homes, commercial spaces, hospitals, subdivisions and schools. Municipal reviews are performed for the following: Villages of Willowbrook, Oak Brook, Oakbrook Terrace, Wayne, Willow Springs, Western Springs, Cary, and Rosemont. As well as the Cities of Park Ridge, Wood Dale, and Darien.

INSPECTION EXPERIENCE

Performs inspections and construction observation on private development and municipal infrastructure projects. Commonly performed inspections include:

- Grading and Fine Grading
- Storm Sewer, Sanitary Sewer and Watermain
- Concrete and Asphalt Pavement
- Curb and Sidewalk
- Stormwater Inspections
- Final Inspections
- NPDES Inspections

Willow Glen Development Inspections, Willow Springs: Performs inspections and construction observation on private development and municipal infrastructure projects.



YEARS EXPERIENCE: 33
YEARS WITH CBBEL: 33

EDUCATION

Bachelor of Science, 1989
Civil Engineering
Purdue University

PROFESSIONAL REGISTRATION

Professional Engineer, IL,
062.049167, 1994

CERTIFICATIONS

Certified Floodplain Manager,
IAFSM

PROFESSIONAL AFFILIATIONS

American Society of Civil
Engineers, Illinois Section
(Director 2000-2002); Awards
Committee (Chair 1999);
Urban Planning and
Development Group
(Chair 1996-1997,
Vice-Chair 1995-1996,
Treasurer 1994-1995)

Illinois Association for
Floodplain and
Stormwater Management

DuPage County Municipal
Engineers Group

DuPage Mayors and
Managers Conference
Transportation Technical
Committee

AWARDS

Illinois Tollway - Outstanding
Design Project (1994):
Served as Project Manager
on Midwest Road Ramp
Resurfacing and Safety
Improvements, and Toll Plaza
51 (York Road) Resurfacing

Daniel Lynch, PE, CFM

Head, Municipal Engineering Department

Mr. Lynch's responsibilities include municipal engineering design, review and analysis and site development design and analysis. Primary duties include design and analysis of stormwater management systems, review of plans for compliance with local and state regulations, design of infrastructure, development of construction plans and specifications, and site analysis. He regularly attends Village Board, Plan Commission, and Zoning Board meetings as well as meeting with residents.

MUNICIPAL ENGINEERING

City of Crystal Lake (2018 to Present): Serves as consulting review engineer for new land development projects. Developments have included single family subdivisions, roadway extensions, small site commercial build-out, and review of hospital campus. Also works in conjunction with consulting engineer reviewing stormwater management and field engineers inspecting the developments.

Village of Willowbrook (1990 - Present): Primary responsibility is Village Engineer and coordination with Village staff in plan review and capital projects process. Tasks consist of reviewing subdivision plats and development plans for compliance with Village regulations, review of drainage and stormwater management plans for compliance with local and state regulations, preparation of drainage and stormwater management plans, Village special projects, meeting with residents to discuss drainage complaints, and consultation to Village staff regarding capital improvement scheduling, budgeting and infrastructure maintenance. Other responsibilities include design of capital projects including road improvements, water main extensions, and storm sewer projects.

National Flood Insurance Program, Willowbrook: Prepared NFIP Community Rating Service program and application. The program involves providing informational services to residents who experience flooding problems. Significant participation in the program has reduced flood insurance rates in the Village.

Village of Wayne (1991 - Present): Primary responsibilities as Village Engineer include review of subdivision plans, review of single family home grading plans, construction monitoring, design of Village projects, consulting on special projects, meeting with residents to discuss various issues, and consulting with the Village Board on development and public works issues as well as annual and long term budgets. Responsibilities also include attending Village Board and Plan Commission meetings.

City of Darien (1995 - Present): Responsibilities include review of development plans for compliance with City and County code, and design and analysis of various infrastructure improvements. The review of numerous multi-family, single family, office, retail and a park district sports complex have been conducted. Responsibilities also include meeting with residents, supervising construction observation and inspection services for public projects and private developments. Additional responsibilities include attending City Council meetings and Plan Commission meetings when requested.

Village of Chicago Ridge (1995 - Present): Responsibilities include review of development plans for compliance with Village code and standard engineering practices. Projects reviewed have included residential, non-residential, and government developments. Scope of review includes compliance with MWRD Watershed Management Ordinance.

Village of Elmwood Park (1995 - Present): Responsibilities include review of development plans for compliance with Village code and standard engineering practices. Projects reviewed have included residential, retail, and other miscellaneous projects.

Village of Rosemont (1996 - Present): Responsibilities include review of development plans for compliance with Village code and standard engineering practices. Projects reviewed have included numerous hotel, retail, office, and residential projects. Scope of review includes compliance with MWRD Watershed Management Ordinance.

Village of Clarendon Hills (2000 - Present): Responsibilities include review of development plans for compliance with Village code and standard engineering practices. Projects reviewed have included single-family, multi-family, and non-residential projects.

Village of Wilmette (2010 - Present): Responsibilities include review and inspection of all new development including single family homes, commercial properties, and institutional properties. Scope of review includes compliance with MWRD Watershed Management Ordinance.

City of Oakbrook Terrace (2011 - Present): Primary responsibility as City Engineer is coordination with City staff in the plan review of private development projects and design and construction observation of capital projects. Tasks consist of reviewing private development projects, including single family homes and commercial projects, for compliance with City Code; as well as County, State, and Federal requirements for stormwater and floodplain regulations. Responsibilities include meeting with residents and attending City Council and Plan Commission meetings when requested.

Village of River Forest (2012 - Present): Responsibilities include review and inspection of all new development including single family homes, commercial properties, and institutional properties.

Village of Riverside (2013 - Present): Responsibilities include review and inspection of all new development including single family homes, commercial properties, and institutional properties.

Village of Westchester (2013 - Present): Responsibilities include review of all new development plans including single family homes and commercial properties. Projects reviewed have included residential, retail, and other various projects. Scope of review includes compliance with MWRD Watershed Management Ordinance.

SITE DEVELOPMENT AND ANALYSES

Chicago Bears Corporate Headquarters and Training Facility, Lake Forest: Served as Project Director for preliminary and final design of grading, sanitary sewerage and potable water supply, roads and parking, stormwater management and erosion control. Responsibilities also included feasibility analyses and evaluation of development constraints, coordination of site plan and environmental constraints (e.g. wetland, floodplain, forested areas) with owner, contractor, architect and regulatory agencies. Unique tasks included fast-track permitting of athletic training facilities for professional football team. The cost of site-civil improvements was approx. \$1 million.

Benedictine University Athletic Complex, Lisle: Project Manager. The complex included a +4,000 seat football stadium with track and synthetic turf, +1,000 seat baseball stadium with professional quality field, softball stadium, concourse, and practice fields. Unique aspects included coordination with architects, athletic field experts, stormwater management and wetland analysis.

SIMILAR PROJECT EXPERIENCE

Christopher B. Burke Engineering, Ltd. has a proven track record for building relationships and providing municipal engineering services and review services to several communities over the last 37 years. These services include:

- Review all private development permits and plans for conformance to Village Code and general engineering practice. Corresponding construction inspection services are also provided.
- CBBEL prepares cost estimates to facilitate annual capital budget planning and develop associated project plans and specifications, solicits bids, and provides recommendations for awarding contracts. We attend Village Board Meetings and various committees to discuss engineering issues or topics as needed upon request by staff. We also assist the Village with maintaining accurate maps, utility atlases and project records with the aid of in-house Geographic Information Systems.
- CBBEL identifies potential Village projects that are candidates for grant funding and will prepare associated grant proposals. As a result of this effort, in the last few years our towns have received over \$30 million in grant funding.
- CBBEL acts as the liaison between the Village and other government agencies such as IDOT, DuPage County, Cook County, IEPA, MWRD, Council of Mayors, utility companies, etc. on all engineering related items within the Village.
- CBBEL works in conjunction with Village staff to investigate the public’s complaints regarding Village services, drainage issues, safety concerns, etc. CBBEL also recommends corrective action and communicates with staff and/or the public regarding complaint disposition in a timely, professional, and courteous manner.
- CBBEL attends Village Board Meetings and various committee meetings to discuss engineering issues or topics as needed upon request by staff.

CURRENT VILLAGE/CITY ENGINEER & REVIEW SERVICES

CITY OF CRYSTAL LAKE					VILLAGE OF LAKE IN THE HILLS				
CITY OF BLUE ISLAND					VILLAGE OF LINCOLNWOOD				
CITY OF DARIEN					VILLAGE OF LINDENHURST				
CITY OF HARVARD					VILLAGE OF LONG GROVE				
CITY OF HIGHWOOD					VILLAGE OF OAK LAWN				
CITY OF NORTHLAKE					VILLAGE OF RIVERSIDE				
CITY OF OAKBROOK TERRACE					VILLAGE OF RIVERWOODS				
CITY OF PALOS HILLS					VILLAGE OF ROSEMONT				
CITY OF ROLLING MEADOWS					VILLAGE OF SCHAUMBURG				
CITY OF WOOD DALE					VILLAGE OF SHOREWOOD				
FOREST PRESERVE DISTRICT OF WILL COUNTY					VILLAGE OF TINLEY PARK				
MCHENRY COUNTY DIVISION OF TRANSPORTATION					VILLAGE OF VERNON HILLS				
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO					VILLAGE OF WAYNE				
VILLAGE OF ADDISON					VILLAGE OF WESTCHESTER				
VILLAGE OF ALGONQUIN					VILLAGE OF WILLOW SPRINGS				
VILLAGE OF CAROL STREAM					VILLAGE OF WILMETTE				
VILLAGE OF CARY									
VILLAGE OF CHICAGO RIDGE									
VILLAGE OF CLARENDON HILLS									
VILLAGE OF DEER PARK									
VILLAGE OF ELMWOOD PARK									
VILLAGE OF FOREST PARK									
VILLAGE OF GLENDALE HEIGHTS									
VILLAGE OF HARWOOD HEIGHTS									
VILLAGE OF HAWTHORN WOODS									
VILLAGE OF HINSDALE									
VILLAGE OF HUNTLEY									
VILLAGE OF KENILWORTH									
VILLAGE OF KILDEER									
VILLAGE OF LA GRANGE									
VILLAGE OF LAKE BARRINGTON									



MUNICIPAL ENGINEER

PERMIT REVIEW ENGINEER

STORMWATER/ENVIRONMENTAL REVIEWS

REFERENCES

CITY OF DARIEN (for CBBEL)

Dan Gombac
Director of Municipal Services
630-852-5000
dgombac@darienil.gov

FORMER MAYOR OF OAK LAWN (for Jack Gallagher)

Dr. Sandra Bury
Complete Vision Care
708-491-5219

CITY OF OAKBROOK TERRACE (for Dan Lynch)

Craig Ward
Director of Public Services
630-941-1651
cward@oakbrookterrace.net

Resent-From: <cburke@cbbel.com>
From: Tim Halik <THalik@willowbrook.il.us>
Date: September 29, 2015 at 9:50:42 AM CDT
To: "'cburke@cbbel.com'" <cburke@cbbel.com>
Subject: Thank You

Chris – Hope all is well....

I wanted to take a minute and thank you for the attention your staff consistently provides to the Village of Willowbrook on our projects. I spoke to Dan Lynch on the telephone, at length, on probably four (4) separate occasions yesterday to discuss several projects, etc. It wasn't until we were wrapping up our last call that I learned he was actually on vacation yesterday and not in the office. He never mentioned that at all to me, and answered the phone every time I called. I felt bad after learning this (i.e., interrupting his vacation day several times), and it quickly occurred to me the high level of service CBBEL consistently provides to us. Not just Dan, but all your staff that we interact with – Gerry Hennelly, Lee Fell, Martin Bojovic, Lynn Krauss, and anyone else I may be missing here. Even your clerical staff are consistently very friendly on the phone. When I called to confirm your e-mail address a short while ago, Missy was as friendly as can be.

You make us feel like a very large municipality with multiple big engineering projects in the works, but we're not. It's clearly just the manner in which your company serves your clients – great customer service. I just wanted to mention it to you so you know that it shows and it's very much appreciated.

Thanks again.

FEE

We will bill you on an hourly basis in accordance with the 2023 Schedule of Charges for Professional Services listed below. We intend to hold the rates on the 2023 Schedule of Charges through December 31, 2025.

**CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL
SERVICES JANUARY 2023**

<u>Personnel</u>	<u>(\$/Hr)</u>
Engineer VI	265
Engineer V	220
Engineer IV	180
Engineer III	160
Engineer I/II	135
Survey V	240
Survey IV	220
Survey III	190
Survey II	160
Survey I	120
Engineering Technician V	210
Engineering Technician IV	175
Engineering Technician III	125
Engineering Technician I/II	85
CAD Manager	200
CAD II	145
GIS Specialist III	165
Landscape Architect	190
Landscape Designer I/II	110
Environmental Resource Specialist V	225
Environmental Resource Specialist IV	180
Environmental Resource Specialist III	145
Environmental Resource Specialist I/II	100
Environmental Resource Technician	130
Administrative	110
Engineering Intern	70
Information Technician III	150
Information Technician I/II	120

Hourly rates include overhead and profit



Respondent Certifications

(3 pages)

Proposal Signature: 

State of Illinois

County of Cook

Michael Kerr

(Name of Signee)

being first duly sworn on oath deposes and says that the Respondent on the above proposal is organized as indicated below and that all statements herein made on behalf of such Respondent and that this deponent is authorized to make them, and also deposes and says that he has examined and carefully prepared their bid proposal from the Contract Exhibits and Specifications and has checked the same in detail before submitting this proposal or bid; that the statements contained herein are true and correct.

Signature of Respondent authorizes the Village of Oak Park to verify references of business and credit at its option.

Signature of Respondent shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgments.

Dated 2/21/2023

Christopher B. Burke Engineering, Ltd.

(Organization Name)

By 

(Authorized Signature)

9575 W. Higgins Road, Suite 600, Rosemont, IL 60018

(Address)

847-823-0500

(Telephone)



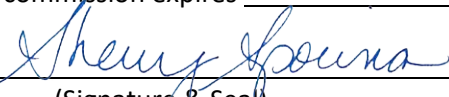
NOTARY PUBLIC

State of Illinois, County of Cook

Subscribed and sworn to before me this

21st day of February A.D. 20 23

My commission expires 8/13/2023


(Signature & Seal)



Complete the applicable paragraph below.

1. Corporation

The Vendor is a corporation, which operates under the legal name of

Christopher B. Burke Engineering, Ltd.

and is organized and existing under the laws of the State of

Illinois.

The full names of its Officers are:

President

(President)

Susan S. Burke

(Secretary)

Christopher B. Burke

(Treasurer)

The corporation does have a corporate seal. (In the event that their proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

2. Partnership

Name, signature, and addresses of all partners:

N/A

The partnership does business under the legal name of

, which name is registered with the office of

in the county of .

3. Sole Proprietor

The Vendor is a sole proprietor whose full name is

N/A

. If the Vendor is operating under a trade name, said trade name is

, which name is registered with the office of


in the county of .

Signed: _____

(Sole Proprietor)

Christopher B. Burke Engineering, Ltd. _____, as part of its bid on a contract for
(Name of Respondent)

the Permit Plan Review and Inspection Services for the Village of Oak Park, hereby certifies that said Respondent is not barred from bidding on the aforementioned contract as a result of a violation to either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes or Section 2-6-12 of the Oak Park Village Code relating to "Bidding Requirements".

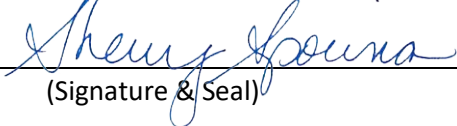
By  _____
(Authorized Agent of Respondent)

NOTARY PUBLIC
State of Illinois, County of _____ Cook _____

Subscribed and sworn to before me this

_____ 21st _____ day of _____ February _____ A.D. 20__ 23

My commission expires _____ 8/13/2023 _____

 _____
(Signature & Seal)






Tax Compliance Affidavit

(1 page)

Michale Kerr, being first duly sworn, deposes and says:
(Name)

that he/she is President of Christopher B. Burke Engineering, Ltd.
(Partner, Officer, Owner, etc.) (Bidder)

The individual or entity making the foregoing proposal or proposal certifies that he/she is not barred from entering into an agreement with the Village of Oak Park because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the proposal or proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the municipality to recover all amounts paid to the individual or entity under the agreement in civil action.


By:
Its: President

Michael Kerr
(name of bidder if the bidder is an individual)
(name of partner if the bidder is a partnership)
(name of officer if the bidder is a corporation)


The above statement must be subscribed and sworn to before a notary public.

NOTARY PUBLIC
State of Illinois, County of Cook

Subscribed and sworn to before me this

21st day of February A.D. 20 23

My commission expires 8/13/2023


(Signature & Seal)





Organization of Proposing Firm

(2 pages)

Complete the applicable paragraph below.

1. Corporation

The Vendor is a corporation, which operates under the legal name of

Christopher B. Burke Engineering, Ltd. and is organized and existing in good standing under the laws
of the State of Illinois.

The full names of its Officers are:

Michael E. Kerr
(President)

Susan S. Burke
(Secretary)

Christopher B. Burke
(Treasurer)

Christopher B. Burke, 9575 W. Higgins Road, Suite 600, Rosemont, IL 60018
(Registered Agent Name and Address)

The corporation does have a corporate seal. (In the event that their proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

2. Partnership

The Vendor is a Partnership which operates under the name _____.

Name, signature, and addresses of all partners:

N/A

(Attach additional sheets if necessary.) If so, check here _____.

If the partnership does business under an assumed name, the assumed name must be registered with the Cook County Clerk and the partnership is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

3. Sole Proprietor

The Vendor is a sole proprietor whose full name is

N/A

_____. If the Vendor is operating under an assumed name, said assumed name is

_____, which name is registered with the office of

_____ in the county of _____.

The Vendor is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

Signed: _____

(Sole Proprietor)

4. Affiliates

The name and address of any affiliated entity of the business, including a description of the affiliation:

Christopher B. Burke holds a minority interest in SPACECO, Inc., Mackie Consultants, Inc., Thomson Surveying, Ltd., KLOA, Inc. and Burke, LLC (Design/Build) whose primary address is 9575 W. Higgins Road, Rosemont, IL.



(Signature of Owner) Michael Kerr, President



Compliance Affidavit

(2 pages)

I, Michael Kerr, being first duly sworn on oath depose and state as follows:
(Print Name)

1. I am the (title) President of the Proposing Firm ("Firm") and am authorized to make the statements contained in this affidavit on behalf of the Firm.
2. The Firm is organized as indicated on Exhibit A to this Affidavit, entitled "Organization of Proposing Firm," which Exhibit is incorporated into this Affidavit as if fully set forth herein.
3. I have examined and carefully prepared this proposal based on the Request for Proposals and verified the facts contained in the proposal in detail before submitting it.
4. I authorize the Village of Oak Park to verify the Firm's business references and credit at its option.
5. Neither the Firm nor its affiliates* are barred from proposing on this project as a result of a violation of 720 ILCS 5/33E-3 or 33E-4 relating to bid rigging and bid rotating, or Section 2-6-12 of the Oak Park Village Code related to "Proposing Requirements".
6. The Proposing Firm has the M/W/DBE status indicated below on the form entitled "EEO Report."
7. Neither the Firm nor its affiliates is barred from agreement with the Village of Oak Park because of any delinquency in the payment of any debt or tax owed to the Village except for those taxes which the Firm is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. I understand that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the Village of Oak Park to recover all amounts paid to the Firm under the agreement in a civil action.
8. I am familiar with Section 13-3-2 through 13-3-4 of the Oak Park Village Code relating to Fair Employment Practices and understand the contents thereof; and state that the Proposing Firm is an "Equal Opportunity Employer" as defined by Section 2000(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference. Also complete the attached EEO Report or Submit an EEO-1.
9. I certify that the Consultant is in compliance with the Drug Free Workplace Act, 41 U.S.C.A, 702.

*Affiliates means: (i) any subsidiary or parent of the bidding or contracting business entity, (ii) any member of the same unitary business group; (iii) any person with any ownership interest or distributive share of the bidding or contracting business entity in excess of 7.5%; (iv) any entity owned or controlled by an executive employee, his or her spouse or minor children of the bidding or contracting business entity.

Signature: _____ Printed Name: Michael Kerr

Name of Business: Christopher B. Burke Engineering, Ltd. Your Title: President

Business Address: 9575 W. Higgins Road, Suite 600, Rosemont, IL 60018

Telephone: 847-823-0500 Fax: 847-823-0520 Web Address: cbbel.com

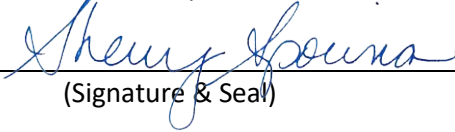
NOTARY PUBLIC

State of Illinois, County of Cook

Subscribed and sworn to before me this

21st day of February A.D. 20 23

My commission expires 8/13/2023


(Signature & Seal)





M/W/DBE Status & E.E.O. Report

(2 pages)

Please fill out the form completely. Failure to respond truthfully to any questions on this form, failure to complete the form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of the proposal. For assistance in completing this form, contact the Department of Public Works at 708-358-5700.

Vendor Name: Christopher B. Burke Engineering, LTD.

Check here if the firm is:

☐ MBE

☐ WBE

☐ DBE

☒ Non-M/WBE

If your firm is a M/W/DBE, please submit copies of all certification letters.

What is the size of the firm's current stable work force?

186 Number of full-time employees

34 Number of part-time employees

Similar information will be requested of all subconsultants working on this agreement. Forms will be furnished to the vendor with the notice of agreement award, and these forms must be completed and submitted to the Village before the execution of the agreement by the Village.

Signature: Justin Silvey

Date: 2/10/2023

Vendor Name: Christopher B. Burke Engineering Total Number of Employees: 220

Job Categories	Total Employees	Total Males	Total Females	Males				Females				Total Minorities
				Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	
Officials & Managers												
Professionals												
Technicians												
Sales Workers												
Office & Clerical												
Semi-Skilled												
Laborers												
Service Workers												
Total												
Management Trainees												
Apprentices												

This completed and notarized report must accompany your proposal. It should be attached to your Compliance Affidavit. Failure to include it with your proposal will disqualify you from consideration. An EEO-1 Report may be submitted in lieu of this report.

NOTARY PUBLIC

State of Illinois, County of Cook

Justine Silvey, being first duly sworn, deposes and says that he/she is the Human Resources Manager
(Name of person making the affidavit) (Title or Office)

of Christopher B. Burke Eng., Ltd. and that the above E.E.O. Report information is true and accurate and is submitted with the intent that
(Name of Company)

it be relied upon. Subscribed and sworn to before me this 10th day of February A.D. 20 23

My commission expires 8/13/2023

Sherry Spolina
(Signature & Seal)



CO= A575013
U= A575013

EQUAL EMPLOYMENT OPPORTUNITY
2021 EMPLOYER INFORMATION REPORT EEO-1
HEADQUARTERS REPORT

SECTION B - COMPANY IDENTIFICATION

1. CHRISTOPHER B BURKE ENGINEERING LTD
9575 WEST HIGGINS ROAD
STE 600
ROSEMONT, IL 60018

2.a. CHRISTOPHER B BURKE ENGINEERING LTD
9575 WEST HIGGINS ROAD
STE 600
ROSEMONT, IL 60018

c. EIN= 363468939

SECTION C - TEST FOR FILING REQUIREMENT

1- Y 2- N 3- N DUNS=

SECTION E - ESTABLISHMENT INFORMATION
NAICS: 541330 - Engineering Services

SECTION D - EMPLOYMENT DATA

JOB CATEGORIES	HISPANIC OR LATINO		NOT-HISPANIC OR LATINO												OVERALL TOTALS
			***** MALE *****						***** FEMALE *****						
	MALE	FEMALE	WHITE	BLACK OR AFRICAN AMERICAN	NATIVE HAWAIIAN OR PACIFIC ISLANDER	ASIAN	AMERICAN INDIAN OR ALASKAN NATIVE	TWO OR MORE RACES	WHITE	BLACK OR AFRICAN AMERICAN	NATIVE HAWAIIAN OR PACIFIC ISLANDER	ASIAN	AMERICAN NDIAN OR ALASKAN NATIVE	TWO OR MORE RACES	
EXECUTIVE/SR OFFICIALS & MGRS	0	0	9	0	0	0	0	0	3	0	0	0	0	0	12
FIRST/MID OFFICIALS & MGRS	1	0	12	0	1	0	0	0	1	0	0	0	0	0	15
PROFESSIONALS	2	1	98	2	1	5	0	0	18	1	0	0	0	0	128
TECHNICIANS	2	0	13	0	5	0	0	0	1	0	0	0	0	0	21
SALES WORKERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ADMINISTRATIVE SUPPORT	0	2	2	0	1	0	0	0	20	0	1	1	0	0	27
CRAFT WORKERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OPERATIVES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LABORERS & HELPERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SERVICE WORKERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	5	3	134	2	8	5	0	0	43	1	1	1	0	0	203
PREVIOUS REPORT TOTAL	7	3	134	0	8	4	0	0	44	0	1	0	0	0	201

SECTION F - REMARKS