

July 13, 2025

Bill McKenna, PE
Engineer Division of the Public Works Department
Village of Oak Park
201 South Boulevard
Oak Park, Illinois 60302

Re: Oak Park Avenue Streetscape (TERRA #19-263-001)
Oak Park, Illinois
Proposal for Supplemental Services 002

Dear Bill,

Thank you again for your continued collaboration with us on this exciting project! Per your request, we provide the following proposal for supplemental professional services for the Oak Park Avenue streetscape project. TERRA Engineering has been working with the Village through the design, bid, and permitting process through 2024 and into the first half of 2025. The project was delivered to the Village and issued for bid in early December 2025. There was only one responsive bidder and, though the team conducted in-depth scope reviews with the responsive bidder, it was determined that the bid would be rejected, the project undergo a Value Engineering exercise and be rebid late Summer 2025 for construction to start after the 2025 holiday season.

Please note the attached fee form incorporates a reduced overhead rate and removes profit from the proposed supplemental fee.

Additional professional services have been provided to evaluate and document value engineering items, incorporate several new design items, and assist in the administration of the rebidding process. Additional design and coordination scope has also been incorporated into the project including engineering for vault reconstruction and abandonment at 137 N. Oak Park Avenue, updating project renderings, various design updates, incorporating CCDD testing and analytics, additional geotechnical borings, and a Preliminary Environmental Site Assessment (PESA). Below is a further breakdown of the additional professional services and their proposed contract allocation:

Original Contract (19-263)

The below services are being provided within the outstanding balance of the original contract.

1. **Preliminary Environmental Site Assessment (PESA):** Provide a PESA for the streetscape and utility site limits. Includes labor and expenses for coordinating and conducting the PESA.
2. **Additional Geotechnical Investigation:** Includes additional soil borings and geotechnical investigation for the expansion in scope areas east and west of Oak Park Avenue along South Blvd and within the alley. The findings have been incorporated into the bid specifications.
3. **CCDD Testing and Analytics:** Includes sampling and laboratory analytics to determine the extent of materials that can be classified as CCDD. The findings have been incorporated into the bid specifications.

Design & Bid Contract (19-263-001)

The below services are identified as additional scope, and we are requesting supplemental fees.

Task 1 – Streetscape Design

- a. **Design Updates (12/2024 – 02/2025):** Provide coordination, meetings and updates to the plans, specifications, estimates, and various other documents per Village input, specifically including:

- i. Incorporate several scope and design changes prompted by Village review during the bidding process including a new bump out at the Randolph Street intersection, design concepts and updates to the outdoor seating area at Oak Park Township, and removal of ADA parking spaces.
 - ii. TERRA and H.W. Lochner, Inc. will conduct a site visit, assessment, and engineering for the reconstruction of one vault and abandonment of another vault at the Scoville Building (137 N. Oak Park Avenue). This scope generally includes:
 - a. Researching historical data
 - b. Field inspection(s), measurement, and investigation
 - c. Design engineering
 - d. Developing Construction Plans, specifications, and Engineer's Opinion of Probable Construction Cost for the vaulted sidewalk
 - iii. Update plan and perspective renderings for use in construction signage, project website, and board presentation(s).
 - iv. Chicago Transit Authority (CTA) coordination includes preparing additional coordination exhibits, conducting virtual meetings, and incorporating design changes into the PS&E that respond to the preliminary planning for station reconstruction at the Oak Park Green Line stop.
 - v. TERRA included utility coordination during the design phase. Due to delayed responses from certain utilities, that detailed coordination is occurring after the issuance of 100% documents. TERRA will coordinate the alignment of Nicor facilities and make adjustments to the water and sewer design, as necessary.
- b. Value Engineering (02/2025 – 07/2025):** Participate in scope review meeting(s) with the Village, design team, and the responsive bidder to review potential value engineering items. Create a log to track potential cost savings across the project for Village review and approval. This also includes additional design and cost coordination to determine the potential cost savings and incorporation of accepted VE items into the revised bid PS&E. Potential VE items being explored include, but are not limited to:
- i. Scope reductions of streetscape elements north of Lake Street.
 - ii. Design changes to the decorative lighting throughout the project, including pedestrian areas and the viaduct.
 - iii. Revise decorative metal fencing product and detailing.
 - iv. Further ComEd coordination to refine the primary service scope of work.
 - v. Review quantity of EV charging stations.
 - vi. Centrac's license coordination with the Village.
 - vii. Remove site furnishings (planters, bike racks, benches, etc.) to be by the Village.
 - viii. Remove decorative lettering at the viaduct to be by the Village.
 - ix. Reevaluating existing sewer connections to remove unnecessary sewer tee removals.
 - x. Remove decorative paver banding through Hunter Court and evaluate paver brick types used throughout the project.
 - xi. Explore alternate color admixtures for colored concrete and/or use MMA over standard concrete.
 - xii. Reduce the thickness of the concrete subbase within the roadway and explore limits of pavement overlays.
- c. Rebidding (07/2025 – 10/2025):** We will incorporate accepted VE items into the project and prepare revised Plans, Specifications and an updated Engineer's Estimate of Probable Construction Cost for Village review prior to rebidding in late Summer 2025. Specific additional scope items include:
- i. Update the cost estimate to reflect anticipated 2026 construction costs and VE items.
 - ii. Issue revised plans, specifications, and estimate for Village review and comment.

- iii. Incorporate Village comments into a final Out to Bid package.
- iv. Respond to bidder RFI's and issue clarifying addenda, as necessary.
- v. Participate in virtual scope review meeting(s) with the apparent low bidder and provide recommendation of award.
- vi. Additional bi-weekly coordination meetings with Village staff through the VE and rebidding process.

Task 7 – Administration (2025)

- a. **Additional CCDD Testing:** Additional sampling and laboratory analytics to further refine the CCDD areas within the improvements for incorporation into the bid documents.
- b. **Project Administration:** Additional project management, administration, and meetings across the above tasks.

COMPENSATION

TERRA offers the above services at the fees outlined in the attached Cost-Plus Fixed Fee worksheet.

ADDITIONAL SERVICES

Changes to completed documents due to revised input or direction, change of project limits or scope and preparation of additional drawings shall be invoiced as an Additional Service, above what is described herein. Work will not be performed without your expressed, written consent. Estimates for additional services will be provided upon your request.

ACCEPTANCE

This proposal, with the signature of the appropriate personnel, constitutes acceptance of fee and terms as stated herein. The terms and conditions are per the previously executed agreement, dated December 04, 2023.

If you have questions or need clarification on the above, please do not hesitate to call. We look forward to working with you on this project and appreciate you including us on your team.

Sincerely yours,

TERRA ENGINEERING, LTD.



John C. Helfrich, PE
Senior Project Manager

Cc: Jamil Bou-Saab, TERRA Engineering
Rob Newell, TERRA Engineering
Lauren Wojcik, Village of Oak Park

ACCEPTED BY

Date: _____

Printed Name: _____

Signed Name: _____

Title: _____

COST PLUS FIXED FEE
COST ESTIMATE OF CONSULTANT SERVICES

FIRM
PROJECT
PRIME/SUPPLEMENT

TERRA Engineering Ltd
Oak Park Ave Streetscape Design
Prime

**OVERHEAD RATE
COMPLEXITY FACTOR**

85.00%

N/A

DATE 7/28/2025

[illegible]

AVERAGE HOURLY PROJECT RATES

FIRM
PROJECT
PRIME/SUPPLEMENT

TERRA Engineering Ltd
Oak Park Ave Corridor
Prime

#####

DATE 07/28/25

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			1a. Streetscape Design - Design Updates			1b. Streetscape Design - Value Engineering			1c. Streetscape Design - Rebidding			7. Administration					
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	90.00	64	2.7%	2.39	8.5	1.0%	0.87	13.5	2.0%	1.76	24	3.3%	2.95	18	15.8%	14.21			
Sr. Project Manager	85.12	48	2.0%	1.69	12	1.4%	1.17	4	0.6%	0.49	32	4.4%	3.72						
Sr. Project Manager - Site	62.66	261	10.8%	6.76	78	8.9%	5.58	54.5	7.9%	4.93	96	13.1%	8.22	32	28.1%	17.59			
Project Manager	68.73	0																	
Sr. Project Engineer	56.54	164	6.8%	3.84	37	4.2%	2.39	87	12.6%	7.11	40	5.5%	3.09						
Sr. Project Engineer - Site	52.94	32	1.3%	0.70	8	0.9%	0.48				24	3.3%	1.74						
Project Engineer	46.02	261	10.8%	4.98	102	11.7%	5.36	63	9.1%	4.19	96	13.1%	6.04						
Project Engineer - Site	43.28	0																	
Sr. Project Designer - Electrical	59.79	0																	
Sr. Project Designer	43.32	702	29.1%	12.59	198	22.6%	9.80	247.5	35.8%	15.49	192	26.2%	11.36	64	56.1%	24.32			
Design Engineer	36.95	247	10.2%	3.77	136	15.5%	5.74	46.5	6.7%	2.48	64	8.7%	3.23						
Design Engineer - Site	36.28	546	22.6%	8.21	248	28.3%	10.28	170	24.6%	8.91	128	17.5%	6.34						
Sr. Landscape Architect	65.59	34	1.4%	0.92	16	1.8%	1.20	6	0.9%	0.57	12	1.6%	1.08						
Landscape Designer	30.88	56	2.3%	0.72	32	3.7%	2.40				24	3.3%	2.15						
Professional Land Surveyor	54.27	0																	
Surveyor	42.01	0																	
Survey Technician	32.06	0																	
Sr. Technician	41.02	0																	
TOTALS		2,414	100.0%	\$46.58	876	100.0%	\$45.27	692	100.0%	\$45.94	732	100.0%	\$49.91	114	100.0%	\$56.12	0	0.0%	\$0.00