

## TASK ORDER

Task Order No. 25-7

In accordance with Section 2 of the Agreement between the Village of Oak Park (hereinafter referred to as the "Village") and Baxter & Woodman, Inc. (hereinafter referred to as the "Consultant") for Professional Engineering Services, dated September 21, 2021 (hereinafter referred to as the "Agreement"), the Village and Consultant agree as follows:

1. **Project:**

Design Engineering for street lighting photometry. Project 25-7

2. **Services of Consultant:**

A. Basic Services:

Engineering photometric design services to assist the Village in planning future street lighting improvements.

B. Additional Services:

See Attachment A for detailed Scope of Services.

3. **Commencement Date:**

The date of execution of this Task Order by the Village.

4. **Completion Date:**

Design – **120** days following the Commencement Date, authorized by a change order issued pursuant to Section 3.2 of the Agreement.

6. **Schedule:**

\* This schedule is contingent on availability of data from the Village.

7. **Key Project Personnel:**

**Names:**

Sean O'Dell

Mike Hudspeth

**Telephone and Email:**

815-444-4438 [sodell@baxterwoodman.com](mailto:sodell@baxterwoodman.com)

815-444-4432 [mhudspeth@baxterwoodman.com](mailto:mhudspeth@baxterwoodman.com)

8. **Contract Price:**

For providing, performing, and completing all Services, an amount equal to Consultant's Direct Labor Costs for all Services rendered by principals and employees engaged directly on the Project, plus an amount equal to the actual costs of all Reimbursable Expenses.

Notwithstanding the foregoing, the total Contract Price that shall not exceed **Forty-Nine Thousand, Nine Hundred Sixty, Dollars (\$49,960)**, except as adjusted by a change order issued pursuant to Section 3.2 of the Agreement.

9. **Payments:**

For purposes of payments to Consultant, the value of the Services shall be determined as follows:

Direct Labor Costs shall mean the billing rates assigned to all Consultant personnel as set forth in the Agreement, including all professionals whether owners or employees, engaged directly on the Project.

Reimbursable Expenses shall mean the actual expenses incurred by Consultant directly or indirectly in connection with the Project, including expenses for transportation, telephone, postage, computer time and other highly specialized equipment, reproduction and similar Project related items.

10. **Modifications to Contract:**

None

11. **Attachments:**

Attachment A – Detailed Scope of Services

Attachment B – Street Light Project 04-30

Attachment C – Estimate of Hours/Cost

12. **Designated Representative for Task Order:**

If to the Village:

Village Engineer  
Village of Oak Park  
201 South Boulevard  
Oak Park, Illinois 60302  
Email: [bmckenna@oak-park.us](mailto:bmckenna@oak-park.us)

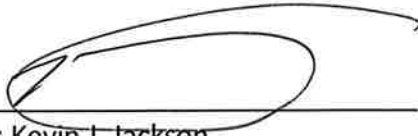
If to the Consultant:

Sean E. O'Dell, PE  
Baxter & Woodman, Inc.  
8678 Ridgefield Road  
Crystal Lake, IL 60012  
Email: [sodell@baxterwoodman.com](mailto:sodell@baxterwoodman.com)

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SIGNATURE PAGE FOLLOWS]**


IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be signed by their duly authorized representatives on the dates set forth below. Acceptance and approval of this Task Order, including the attachments listed above, shall incorporate this Task Order as part of the Agreement.

**VILLAGE OF OAK PARK**

  
By: Kevin J. Jackson  
Its: Village Manager

Date: July 29, 2024

**ATTEST:**

  
By: Christina M. Waters  
Its: Village Clerk

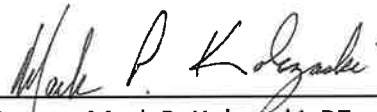
Date: July 31, 2024

**BAXTER & WOODMAN, INC.**

  
By: Sean E. O'Dell, PE  
Its: Executive Vice President

Date: April 24, 2024

**ATTEST:**

  
By: Mark P. Kolczaski, PE  
Its: Deputy Secretary

Date: April 24, 2024

**REVIEWED AND APPROVED  
AS TO FORM**

**JUL 29 2024**

  
**LAW DEPARTMENT**