

ORIGINAL

**AMENDMENT TO THE TASK ORDER FOR PROFESSIONAL ENGINEERING SERVICES WITH BAXTER & WOODMAN, INC. FOR PHOTOMETRIC DESIGN SERVICES FOR FUTURE STREET LIGHTING IMPROVEMENTS
TO CHANGE THE NOT TO EXCEED AMOUNT FROM \$49,960 TO \$59,960**

THIS AMENDMENT (“AMENDMENT”) TO THE TASK ORDER dated July 31, 2024, between the Village of Oak Park, an Illinois home rule municipal corporation, and Baxter & Woodman, Inc., an Illinois corporation, is entered into this 4 day of February, 2025 (collectively referred to as the “Parties”).

WITNESSETH:

WHEREAS, the Parties entered into a Task Order July 31, 2024 (“Task Order”); and

WHEREAS, the Parties seek to amend Section 8 of the Task Order pursuant to this Amendment to reflect the additional amount of \$10,000 to the Contract Price for a total amount of \$59,960; and

WHEREAS, and the Parties seek to amend Section 11 of the Task Order pursuant to this Amendment to replace Attachment B – Street Light Project 04-30 and add Attachment D – Request for Amendment to Task Order Contract.

NOW, THEREFORE, in consideration of the foregoing, and the mutual covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the Parties, the Parties hereto agree as follows:

1. **RECITALS INCORPORATED.** The above recitals are incorporated herein as though fully set forth.
2. **AMENDMENT TO TASK ORDER.** Section 8 and Section 11 of the Task Order is amended by adding the underlined language and deleting the overstricken language as follows:

Section 8: Contract Price.

Notwithstanding the foregoing, the total Contract Price shall not exceed ~~Forty-Nine Thousand, Nine Hundred Sixty Dollars (\$49,960)~~ Fifty-Nine Thousand Nine Hundred Sixty Dollars (\$59,960), except as adjusted by a change order issued pursuant to Section 3.2 of the Agreement.

Section 11: Attachments:

Attachment A – Detailed Scope of Services
~~Attachment B – Street Light Project 04-30~~
Attachment B – Street Light Project 2024-09

Attachment C – Estimate of Hours/Cost

Attachment D – Request for Amendment to Task Order Contract

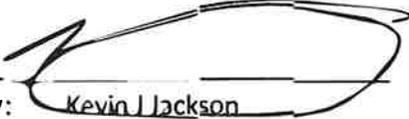
3. **OTHER PROVISIONS OF THE TASK ORDER TO REMAIN IN EFFECT.** All other terms and conditions of the Agreement shall remain in full force and effect.

4. **EFFECTIVE DATE.** This Amendment to the Task Order shall be deemed dated and become effective on the date of its execution by the Village Manager of the Village of Oak Park.

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IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be signed by their duly authorized representatives on the dates set forth below.

VILLAGE OF OAK PARK


By: Kevin Jackson
Its: Village Manager

Date: February 5, 2025

ATTEST:


By: Christina M. Waters
Its: Village Clerk

Date: February 5, 2025

BAXTER & WOODMAN, INC.


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

Date: February 12, 2025

ATTEST:


By: Jennifer L. Long
Its: Deputy Secretary

Date: February 12, 2025

**REVIEWED AND APPROVED
AS TO FORM**

FEB 04 2025


JAW DEPARTMENT

January 10, 2025

Abby Zielinski
Civil Engineer
Village of Oak Park, IL
201 South Blvd
Oak Park, IL 60302

Subject: Village of Oak Park – Amendment 1 – Street Lighting Photometry – Project 25-7

Dear Abby Zielinski:

The Street Lighting Photometry project has multiple locations throughout the Village of Oak Park and consists of photometric calculations and lighting assembly (pole/luminaire) recommendations based on information provided by the Village. The original scope of services reflected the preliminary design engineering services to prepare lighting recommendations. Through the progression of the project's design engineering, additional services are required to provide a complete report of the contracted locations.

Additional Scope Items

The following are the additional items that are required to provide a complete report:

- Provide photometric calculations and recommendations for the intersection of Harvard Street and Maple Avenue, since the intersection is not properly lit, and the original scope was for single side lighting.
- Provide photometric calculations and recommendations for the intersection of Oak Park Avenue and Harrison Street, since the intersection is not properly lit.
- Provide photometric calculations and recommendations for the intersection of Oak Park Avenue and Van Buren Street, since the intersection is not properly lit.
- Provide photometric calculations and recommendations for the segment of Chicago Avenue from Fair Oaks Avenue to Elmwood Avenue, since the intersection is not properly lit and impacts the recommendations.
- Provide photometric calculations and recommendations for the segment of Pleasant Street at Clinton Avenue, since the intersection is not properly lit.
- Provide photometric calculations and recommendations for the intersection of Pleasant Street and Clinton Avenue, since the intersection is not properly lit and impacts the recommendations.
- Provide photometric calculations and recommendations for the intersection of LeMoyné Parkway and Fair Oaks Avenue, since it was requested as an additional location.
- Provide photometric calculations and recommendations for the intersection of Division Street and Marion Street, since it was requested as an additional location.

- Revisit all calculation areas to reduce the types/wattages of fixtures used in order to simplify maintaining the lighting systems.

Engineering Fee

Our engineering fee for the above scope of services is based on our hourly billing rates for actual work performed plus reimbursement for out-of-pocket expenses including mileage, which will not exceed **\$10,000**.

Thank you for the opportunity to submit our proposal for this project. Upon your written authorization to proceed, we will begin working immediately. Please contact me if you should have any questions or need additional information.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



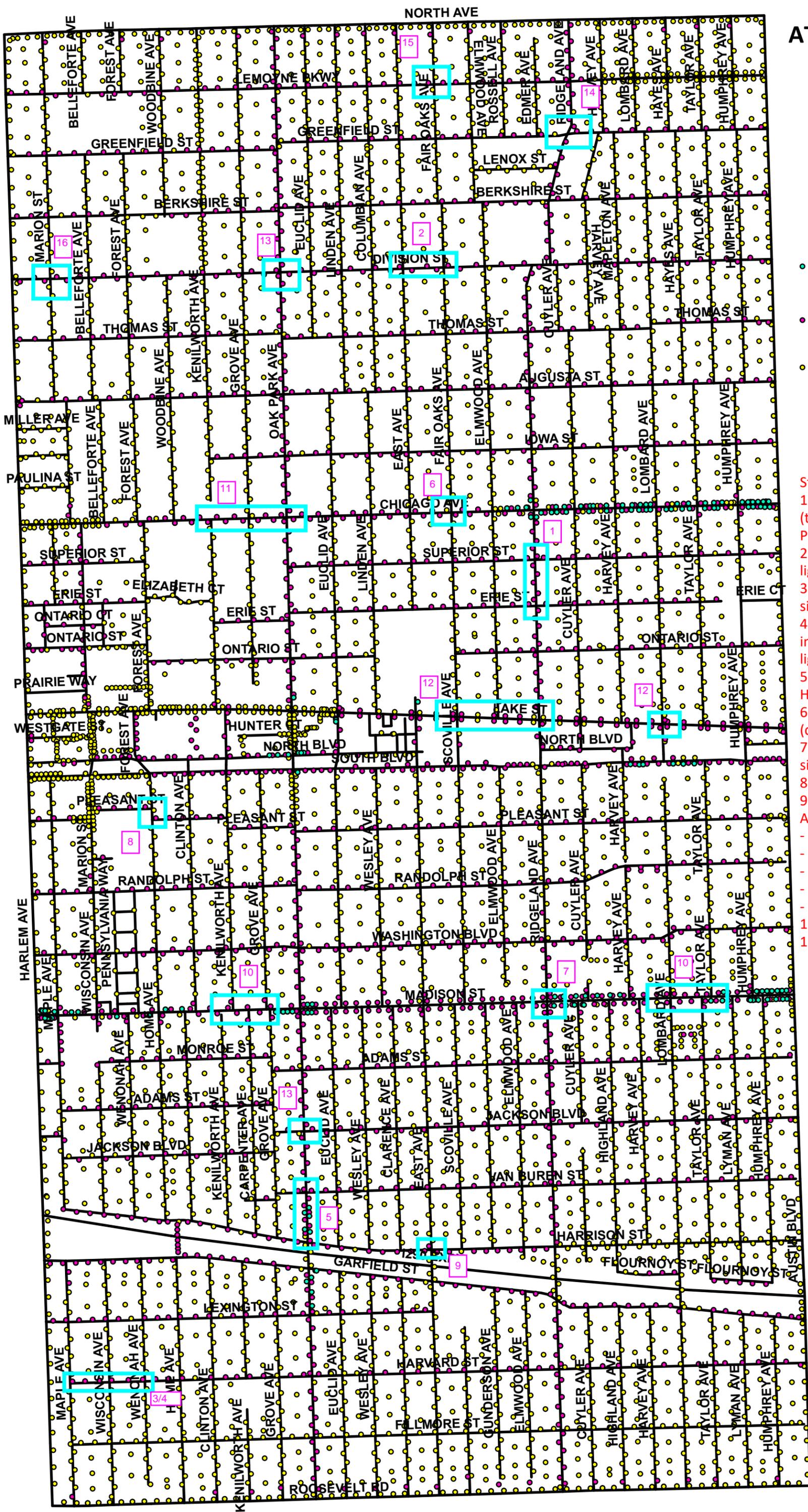
Sean O'Dell, P.E.
Executive Vice President



Legend

- Street Light Project - King Arthur
- Street Light Project - Cobra
- other lights

- Street Lighting Project Areas:
- 1) Ridgeland: Superior to Erie (typical for Ridgeland and Oak Park)
 - 2) Division (typical for staggered lighting)
 - 3) Harvard (typical for single side lighting)
 - 4) Augusta & Grove (typical intersection with 1 cobra head light in a corner)
 - 5) Oak Park Ave: Van Buren to Harrison
 - 6) Chicago Ave & Fair Oaks Ave (crash site)
 - 7) Ridgeland & Madison (crash site)
 - 8) Pleasant & Home (crash site)
 - 9) Harrison & East (crash site)
- Additional unique areas;
- 10) Madison
 - 11) Chicago
 - 12) Lake
 - 13) Oak Park Ave
 - 14) Ridgeland
 - 15) Lemoyne and Fair Oaks
 - 16) Division and Marion



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

815-444-4432 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

If to the Consultant:

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

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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

ATTACHMENT A

PROJECT UNDERSTANDING

Project has multiple locations (Attachment B) throughout the Village of Oak Park. Project consists of photometric calculations and lighting assembly (pole/luminaire) recommendations based on information provided by the Village. The Scope of Services reflects the preliminary design engineering services to prepare lighting recommendations. Services do not include coordinating with utility companies to locate existing services or design of the lighting infrastructure, biddable plans, and specifications.

SCOPE OF SERVICES

1. EARLY COORDINATION AND DATA COLLECTION

- 1.1 *Data Collection:* Obtain, review, and evaluate the following information provided by the Village for use in design:
 - A. Utility Atlases
 - B. Existing Roadway Plans
 - C. GIS Shape files surrounding the project limits
 - D. ROW, GIS, and property data
 - E. Municipal ordinances related to street lighting
 - F. Village Street Light Standards
- 1.2 *Field evaluation:* Conduct site visit to familiarize the designer with the areas, clarify and verify the data provided by Village. Observe and photograph the project area and immediate surroundings.

2. PHOTOMETRIC ANALYSIS

- 2.1 Determine roadway and pedestrian use classifications of project area to determine design lighting and uniformity levels. Include consideration of the light source type, light trespass on adjacent properties, and driver/pedestrian safety throughout the project area per IESNA RP-8 and Dark Sky Standards.
- 2.2 Obtain, review, and evaluate the record drawings or plans of the existing street lighting for the project areas.
- 2.3 Review design criteria and key issues relative to each project area.
- 2.4 Perform photometric analyses of the 14 project areas shown in Attachment B. Evaluate if existing lighting assembly locations are feasible or if a new layout is recommended.
- 2.5 Compile documentation of photometric analyses, recommended lighting assemblies, and recommended street lighting layouts.

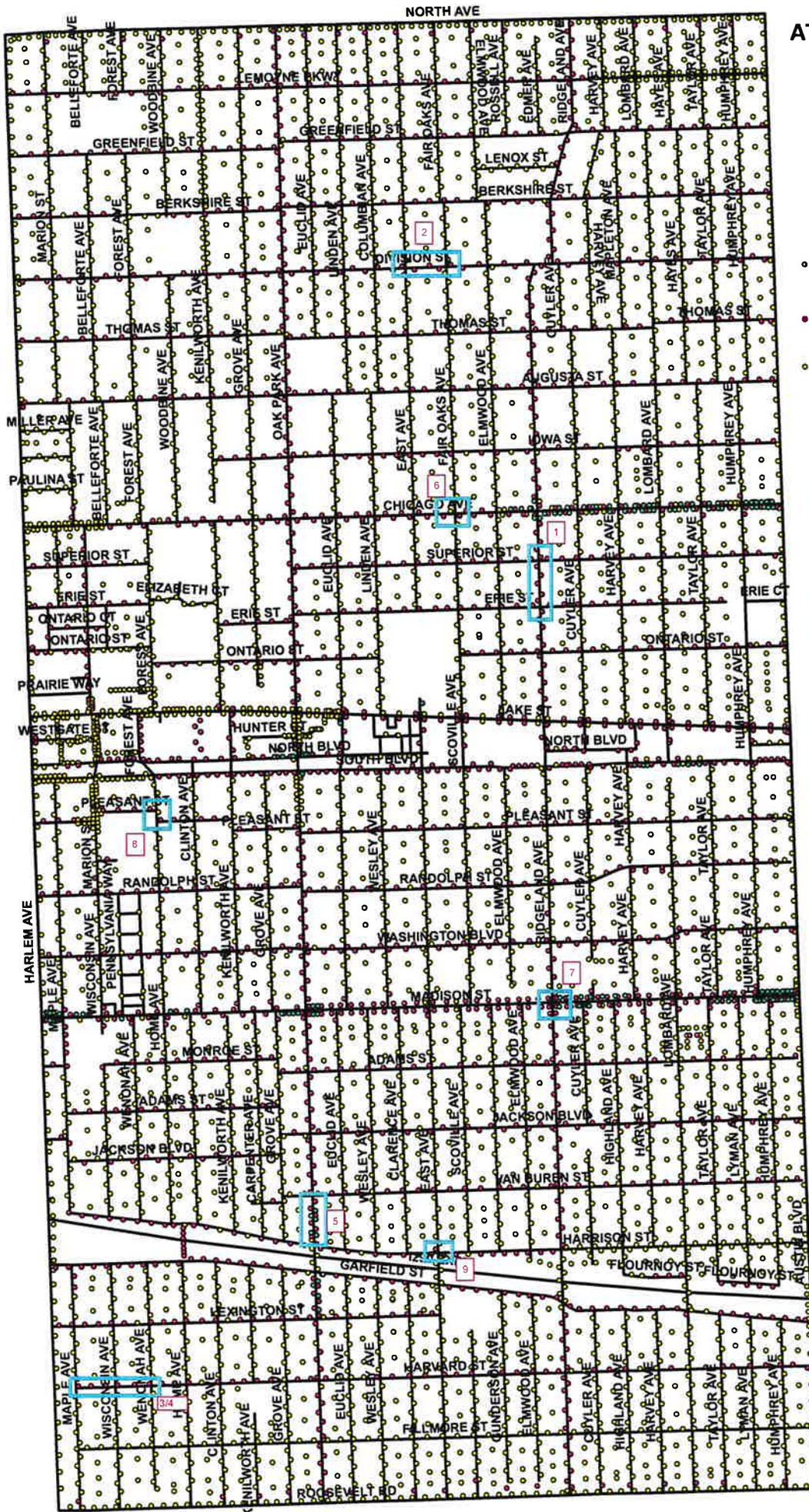
3. PROJECT MEETINGS

3.1 Project kick off meeting to identify key Village Staff and Committee members. Review project approach and Village Standards. Discuss Village expectations and concerns as well as staff suggestions and recommendations, design criteria, and other requirements for incorporation into the project design.

3.2 Subsequent discussions of proposed street lighting recommendations and Village feedback.

4. PROJECT MANAGEMENT – Plan, schedule, and control the activities that must be performed to complete the project including budget, schedule, and scope. Coordinate with Village and project team to ensure the goals of the project are achieved. Prepare and submit monthly invoices.

ATTACHMENT B



Legend

- Street Light Project - King Arthur
- Street Light Project - Cobra
- other lights

Street Lighting Project Areas:

- 1) Ridgeland: Superior to Erie (typical for Ridgeland and Oak Park)
- 2) Division (typical for staggered lighting)
- 3) Harvard (typical for single side lighting)
- 4) Augusta & Grove (typical intersection with 1 cobra head light in a corner)
- 5) Oak Park Ave: Van Buren to Harrison
- 6) Chicago Ave & Fair Oaks Ave (crash site)
- 7) Ridgeland & Madison (crash site)
- 8) Pleasant & Home (crash site)
- 9) Harrison & East (crash site)

Additional unique areas;

- Madison
- Eastern third of Chicago
- East half of Lake
- Some intersections along Oak Park and Ridgeland

Oak Park - Street Lighting Photometry

	Hours	Avg Rate	
Data Collection & Review	20	\$185.00	\$3,700.00
Field Evaluation	8	\$185.00	\$1,480.00
Photometry	168	\$185.00	\$31,080.00
Photometric Report & Lighting Recommendations	16	\$185.00	\$2,960.00
Meetings	12	\$185.00	\$2,220.00
Project Management	12	\$185.00	\$2,220.00
CAD Assistance	42	\$150.00	\$6,300.00
Subtotal			\$49,960.00