



Office of the Secretary of State Jesse White

ilsos.gov

cyberdriveillinois.com is now ilsos.gov

Corporation/LLC Search/Certificate of Good Standing

Corporation File Detail Report

File Number 55260761

Entity Name KLUBER, INC.

Status
ACTIVE

Entity Information

Entity Type
CORPORATION

Type of Corp
DOMESTIC BCA

Incorporation Date (Domestic)
Monday, 17 October 1988

State
ILLINOIS

Duration Date
PERPETUAL

Agent Information

Name

GARY M. VANEK

Address

200 WEST MAIN STREET
SAINT CHARLES , IL 60174

Change Date

Friday, 7 January 2022

Annual Report

Filing Date

Wednesday, 21 September 2022

For Year

2022

Officers

President

Name & Address

MICHAEL T. KLUBER 41 W BENTON STREET, AURORA, IL 60506

Secretary

Name & Address

DONALD D. WARE JR., 41 W BENTON STREET, AURORA, IL 60506

Old Corp Name

08/02/1995

KLUBER ENGINEERING CONSULTANTS, INC.

07/19/2001

KLUBER ENGINEERING & ARCHITECTURE, INC.

02/23/2010

KLUBER SKAHAN & ASSOCIATES, INC.

[Return to Search](#)

[File Annual Report](#)

Adopting Assumed Name

Articles of Amendment Effecting A Name Change

Change of Registered Agent and/or Registered Office

(One Certificate per Transaction)

This information was printed from www.ilsos.gov, the official website of the Illinois Secretary of State's Office.

Tue Jan 10 2023

PROJECT PROPOSAL

Village of Oak Park



On-Call Professional Architectural and Engineering Services

■ 12.29.22

SUBMITTED TO

Village of Oak Park
123 Madison St.
Oak Park, Illinois 60302

SUBMITTED BY

Kluber Architects + Engineers
41 W. Benton Street
Aurora, Illinois 60506
Phone: 630.406.1213
Fax: 630.406.9472
kskager@kluberinc.com

Contents

TRANSMITTAL LETTER

A Note from Mike Kluber **1.1**

FIRM OVERVIEW

About Us **2.2**

Staff and Awards **2.3**

Our Services **2.4**

Professional Affiliations **2.7**

Why Kluber? **2.8**

PROJECT TEAM

Project Flowchart **3.2**

Team Resumes **3.3**

RELEVANT EXPERIENCE

Case Studies **4.2**

HOURLY RATES

Rate Sheet **5.2**

REQUIRED FORMS

Signed Forms **6.2**



A Note From Michael

A Village with history as rich as Oak Park's deserves a design partner who prioritizes their needs and understands the complex requirements of municipal facilities. Our full-service team of architects and engineers wishes to support your Village by conducting architectural and engineering services that allow your Village to deliver exceptional services to enhance your community for years to come.

There are many reasons you should choose Kluber Architects + Engineers for this project, but the top 3 are:

- We are experts at municipal facility design. As proud recipients of several APWA Awards, our firm is routinely recognized for the talent we bring to the table.
- The experience we have as an on-call architect and engineer for local municipalities is extensive and widely recognized.
- We are a full-service firm, which means we have on-staff architects, mechanical engineers, electrical engineers, structural engineers, plumbing engineers, and fire protection engineers available to take your project head-on. Our team is extremely collaborative, and we work together to ensure all aspects of your facilities are considered during your projects.

We are confident that our skills and expertise make us an excellent fit as your architectural and engineering partner, and we will provide the support your leaders require to make the best decisions for your municipality and the community you serve.



Michael T. Kluber
President

■ 12.29.22

VILLAGE OF OAK PARK

Village of Oak Park
123 Madison St.
Oak Park, Illinois 60302



Corporate Office

41 W. Benton Street
Aurora, Illinois 60506
630.406.1213

Bloomington Office

2401 E. Washington Street
Suite 200-B2
Bloomington, Illinois 61704
309.430.6460

Firm Overview



About Us

Kluber Architects + Engineers is an integrated, values-driven architectural and engineering firm with in-house architects, structural, electrical, and mechanical engineers. Our team of professionals is deeply committed to serving as leaders in their individual fields and consistently exceeding the needs and expectations of our clients with innovative, sustainable, and award-winning projects. Our team builds relationships through the trust of each client by serving as a reference throughout the entire life of their buildings.



The Kluber Promise

HIGH-LEVEL ATTENTION



Our accurate, reliable, and detailed design solutions will meet your needs, minimize change orders, and result in projects that are both on-time and onbudget.

RELATIONSHIPS MADE



Kluber will be your partners and advocates. Not to mention, our commitment doesn't end when the project is finished. We'll be here to guide you through maintenance, improvements, and renovations.

COSTS EVALUATED



Our firm will be here to help you understand and evaluate design choices that impact the lifetime costs of your buildings.

Illinois S-Corporation

Year Founded
1988

President/Contact

Michael T. Kluber
mkluber@kluberinc.com
630.406.1213 Office
630.406.9472 Fax

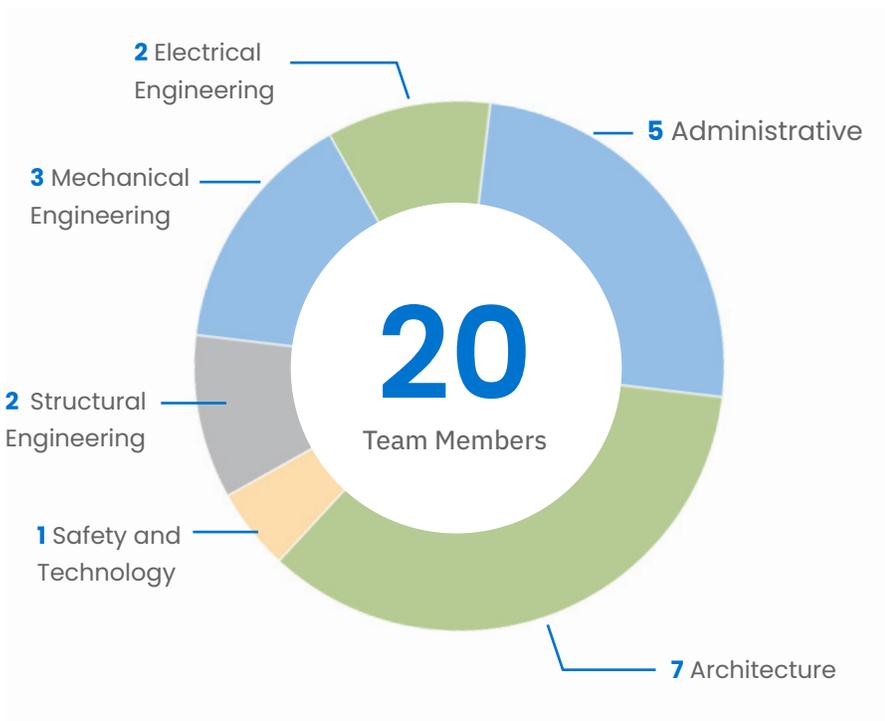
Core In-House Services

Architecture
Electrical Engineering
Fire Protection
Mechanical Engineering
Plumbing Engineering
Structural Engineering
Technology Infrastructure
Construction Services
Master Planning
Deferred Maintenance
Planning
New Construction
Facility Additions and
Renovations
Infrastructure
Systems Retrofits

Kluber is known throughout Northern Illinois for our excellent reputation in planning, designing, engineering, maintaining, improving, and construction of a broad range of facilities with a focus in the municipal sector. Additionally, we bring expert knowledge of local codes, processes, and community regulations that are critical to any successful project.

Our architects and engineers are thought leaders and energy experts who educate, present, and publish on the topics of energy efficiency and sustainability. Kluber staff members are LEED® Accredited Professionals, and we have a Certified Energy Manager on staff to help our clients navigate current energy incentives and rebates.

In-House Staff



Awards

APWA Project of the Year – Structures Less than 5 Million - 2017
Fox River Grove Public Works Facility

APWA Project of the Year – Fox Valley Branch | Chapter Award – 2016
South Elgin Public Works Facility & Salt Dome

APWA Project of the Year – Less Than \$5 Million- Structures - 2015
DuPage County Public Works Vector Receiving Station

Outstanding Design for the ECC Health and Life Sciences Building – 2014
American School & University Magazine

Architectural and Interior Design Showcase for the ECC Health and Life Sciences Building – 2014
Learning By Design Magazine

Project of the Year Award for the ECC Health and Life Sciences Building – 2013
Construction Industry Service Corporation

Ole Award for New Construction for the Kluber Architects + Engineers Office – 2011
Batavia Chamber of Commerce

Notable Career, Station Style Design Award for Zion Fire Department Station – 2009
Fire Chief Magazine

Notable Career, Station Style Design Award for Batavia Eastside Fire Department – 2008
Fire Chief Magazine

Crow Island School Citation for the Commons Area at Oswego East High School – 2005
American School & University Magazine

Our Services

- Basic Services
- Key Services
- Tangential Services

ARCHITECTURAL

- Architectural Design
- Architectural Programming
- Masonry Consulting
- Roof Consulting
- ADA Reviews
- Site Selection Assistance
- Municipal Plan Review
- Municipal Architectural Review
- Expert Witness and Forensics
- Cost Estimation

SUSTAINABILITY

- Energy Analysis & Modeling
- Energy Grant Applications
- LEED Certification/Registration
- Energy Star Compliance

Proud Recipient of 2 APWA Fox Valley Branch Project of the Year Awards

Public Works Facilities



- Basic Services
- Key Services
- Tangential Services



“From their project management skills to their creative aptitudes, the Kluber team packs a serious punch.”

Suzanne Simpson Warren Township

OWNER SERVICES

- High Performance Facilities Improvement Plans
- Facilities Maintenance Plans
- Capital Improvement Plans
- Master Planning
- Peer Drawing Review
- Property Condition Assessments
- Owner Representative Services
- Decennial Life Safety Surveys for K-12
- Facility Needs Assessments
- Municipal Plan Reviews
- Plan Commission/Zoning Reviews
- Rebates and Grant Writing

STRUCTURAL ENGINEERING

- Structural Design
- Load Capacity Investigations
- Value Engineering
- Peer Review
- Failure Analysis



MECHANICAL ENGINEERING

- HVAC System Design
- Plumbing System Design
- Fire Suppression System Design
- Central Plant Design and Documentation
- Geothermal Heating and Cooling Systems
- Geothermal HPS Remediation
- Variable Refrigerant Primary
- Medical Gas Piping
- Energy Modeling
- Coordination Studies

ELECTRICAL ENGINEERING

- Lighting Design
- Power Distribution Design
- Fire Alarm
- Code Conformance Consulting
- Technical Infrastructure Design
- Lighting Retrofits
- Energy Analysis
- Deep Energy Retro-fits
- Arc Flash Calculations
- Low Voltage Design
- Emergency and Stand-By Electrical Services
- Cogeneration
- Renewable Energy
- Electrical Commissioning
- Coordination Studies

CONSULTANT SERVICES

- Civil Engineering
- Storm Water Management
- Landscape Design
- Environmental Studies

Professional Affiliations



Illinois City/County Management Association (ILCMA)



American Society of Plumbing Engineers (ASPE)



American Institute of Architects (AIA)



International Code Council (ICC)



National Council of Architectural Registration Boards (NCARB)



National Fire Protection Agency (NFPA)



American Society of Heating, Refrigerating & Air Conditioning Engineers (ASHRAE)



National Society of Professional Engineers



United States Green Building Council (USGBC)



Association of Energy Engineers (AEE)



Certified Energy Managers (CEM)



Illuminating Engineering Society (IES)

Why Kluber?

“The greatest attribute I have come to depend upon is Kluber’s sincere interest in the best building practices for our County.”

Bruce Robbins Lake County Health Department



We Are Experts at Municipal Facility Design.

You won’t find a team with municipal experience like ours. Municipalities across Northern Illinois have trusted Kluber Architects + Engineers to complete their design projects for over three decades because they know we’ll get it right the first time. Our award-winning facilities are a testament to the high standards of our design process, and we encourage you to contact our references to learn about their experience with our firm.



Our Experience As An On-Call Designer.

Kluber Architects + Engineers has been the on-call designer for several municipalities and counties in Illinois. Most recently, we have partnered with the Village of Glenview, the Village of Orland Park, DuPage County, and more.



We Are a Full-Service Firm.

We call ourselves Kluber Architects + Engineers for a reason! Our team is comprised of architects, mechanical engineers, electrical engineers, plumbing engineers, fire protection engineers, and even technology experts. These key experts are working together under the same roof from the onset of your project.

This full-service approach benefits your municipality by offering the following advantages:

- Fewer Obstacles
- Improved Communication
- A cohesive approach to your project
- Clear Communication

Project Team



Project Flowchart

Our comprehensive design approach means that your project team will depend on the nature of your project. As such, the individuals listed below will work together to ensure your project goals are exceeded, while actively listening to your Village's needs.



Licensed Architect
Christopher Hansen
AIA, NCARB



Licensed Architect
Charli Johnsos, AIA,
NCARB, REFP



Technical Architect
Clayton Haldeman
AIA, LEED AP



Design Architect
Mike Elliott
AIA, LEED AP

ARCHITECTURE & DESIGN



Safety & Technology Designer
Joel Murphy, CPTED



Architectural Designer
Samantha Frantik



Architectural Designer
Parnell Tesoro



Architectural Designer
Habib Ansari

ARCHITECTURE & DESIGN



Structural Engineer
Jeffrey Bruns
SE, LEED AP



Mechanical Engineer
Brian Grey
PE



MFP Engineer
Donald Ware, Jr.
PE, CPD, LEED AP



Electrical Engineer
Michael Kluber
PE, CEM, LEED AP

ENGINEERING



Structural Designer
Kyle Gensler



Mechanical Designer
Kyle Dick



Electrical Designer
Aaron Reinhart

ENGINEERING

LICENSED ARCHITECT

Christopher Hansen

AIA, NCARB

Chris has dedicated his career to designing in the municipal sector. He is a hard-working, honest, dedicated and forward-thinking building design professional who prioritizes his clients' needs. His unique ability to listen and transform thoughts into the design of a facility is widely recognized throughout the industry.

Relevant Experience



Licensure and Certifications

Licensed Architect – Multiple States

Licensed Interior Designer – Illinois

Professional Memberships

American Institute of Architects

National Council of Architectural Registration Boards

Education

Iowa State University
Bachelor of Architecture

VILLAGE OF ORLAND PARK, ILLINOIS

Sportsplex Locker Room Renovations

Sportsplex Roof and Gutter Improvements

Building Demolition at 14101 Wolf Road

Entry Ramp & ADA Improvements

Building Demolition at 14249 Wolf Road

CITY OF NAPERVILLE, ILLINOIS

Emergency Operations Center Interior Renovations

Municipal Center Entry Door Replacement

Municipal Center 5 Year Study

4th Ave Train Station - East and West Entry Door Replacement

VILLAGE OF GLENVIEW, ILLINOIS

Municipal Center Improvements

Laramie Pump Station Improvements

Public Works Phase III Improvements

Fire Station 13 Renovations

Fire Station 14 Renovations

Depot Metra Station Roof Repair

Fire Stations 13 & 14 Maintenance Study

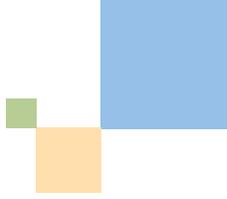
Downtown Metra Station Restrooms Upgrade

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility 5th Floor Media Center Renovation

HR Department Renovation

Payroll and Budget Department Renovation



SENIOR ARCHITECT

Mike Elliott

AIA, LEED AP, NCARB

Mike leads the architectural design efforts at Kluber and has a wide-ranging portfolio of experience ranging from new construction to renovations. One of his greatest strengths is listening and collaborating with clients to establish their vision and identify the needs of the project. Mike’s ability to draw out opinions and help client groups reach a consensus allows him to consistently deliver reliable results in his design solutions.

Relevant Experience

VILLAGE OF JOHNSBURG, ILLINOIS

Space Needs Assessment

David G. Dominguez Municipal Center Expansion (Village Hall and Police Department)

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility

5th Floor Media Center Renovation

HR Department Renovation

Payroll and Budget Department Renovation

VILLAGE OF SOUTH ELGIN, ILLINOIS

New Public Works Facility

Police, Village Hall, and Parks & Recreation Space Needs Analysis

New Police Department and Training Center

Facility Assessment and Deferred Maintenance Plan

ANTIOCH TOWNSHIP, ILLINOIS

Life Center Study

Life Center Design



Licensure and Certifications

- Licensed Architect - Illinois
- LEED Accredited Professional
- National Council of Architectural Registration Boards

Professional Memberships

- American Institute of Architects

Education

- Southern Illinois University at Carbondale
Architectural Technology
- San Diego State University
Certificate in Educational Facility Planning

TECHNICAL ARCHITECT

Clayton Haldeman

AIA, NCARB



Clayton’s years of experience is evident with his aptitude for solving complex building detail solutions. He leads the firm’s efforts in building life safety concerns, building codes and accessibility compliance. A strong communicator and extraordinary team player, Clayton builds personal and lasting relationships with every project.

Relevant Experience

CITY OF NAPERVILLE, ILLINOIS

Police Department
Tactical Training

Municipal Center Study

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility

HR Department Renovation

5th Floor Media Center Renovation

Payroll and Budget
Department Renovation

VILLAGE OF SOUTH ELGIN, ILLINOIS

New Public Works Facility

Facility Assessment and
Deferred Maintenance Plan

Police, Village Hall, and Parks &
Recreation Space Needs Analysis

Village Hall and Police
Department Renovations

New Police Department
and Training Center

VILLAGE OF JOHNSBURG, ILLINOIS

Space Needs Assessment

David G. Dominguez Municipal
Center Expansion (Village Hall
and Police Department)

VILLAGE OF PINGREE GROVE, ILLINOIS

New Public Works and
Village Hall Facility

Salt Structure Foundation

Licensure and Certifications

Licensed Architect –
Multiple States

LEED Accredited Professional

Professional Memberships

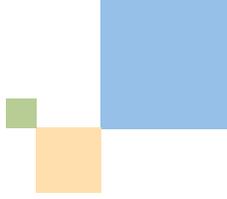
American Institute
of Architects

Education

University of Illinois at
Urbana-Champaign
Master of Architecture

University of Illinois at
Urbana-Champaign
Bachelor of Architectural
Studies

San Diego State University
Certificate in Educational
Facility Planning



Samantha is an Architectural Designer at Kluber, and she is currently working on becoming a licensed Architect in the State of Illinois. Her responsibilities include preparing design packages, construction documents, and coordinating with her project managers and our engineers. Samantha loves to find solutions to challenging problems in a way that is both functional and beautiful.

Relevant Experience

VILLAGE OF SOUTH ELGIN, ILLINOIS

New Police Department and Training Center

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility

VILLAGE OF JOHNSBURG, ILLINOIS

David G. Dominguez Municipal Center Expansion (Village Hall and Police Department)

CITY OF NAPERVILLE, ILLINOIS

5-Year Capital Planning Study

UNITED CITY OF YORKVILLE, ILLINOIS

Public Works and Park Maintenance Facility Analysis

ARCHITECTURAL DESIGNER

Samantha Frantik



Professional Memberships

National Council of Architectural Registration Boards (NCARB)

Education

Iowa State University
Bachelor of Architecture
Minor in Business

ARCHITECTURAL DESIGNER

Habib Ansari

Habib joined the Kluber team in 2018 as an Architectural Intern. He is currently working on becoming a licensed Architect in the State of Illinois. On the architecture team at Kluber, Habib brings charisma, personality and a passion for his field. He enjoys the history of his field, as well as exploring famous architectural work around the United States.

Relevant Experience



Professional Memberships

American Institute of Architects, Associate Member

Education

Illinois Institute of Technology
Bachelor of Architecture

Illinois Institute of Technology
Masters of Engineering in Construction Engineering and Management

VILLAGE OF GLENVIEW, ILLINOIS

Public Works Phase III Improvements

Laramie Pump Station Improvements

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility
Council Chambers Improvements

HR Department Renovation

CITY OF SYCAMORE, ILLINOIS

Fire Station #1 Space Needs Assessment

CITY OF SYCAMORE, ILLINOIS

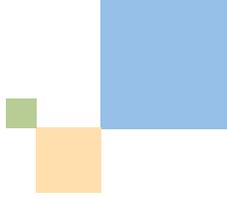
Fire Station #1 Space Needs Assessment

VILLAGE OF JOHNSBURG, ILLINOIS

David G. Dominguez
Municipal Center

LAKE COUNTY HEALTH DEPARTMENT, ILLINOIS

Belvidere First Floor Lab Renovation



Parnell is an Architectural Designer at Kluber. He is currently working on becoming a licensed Architect in the State of Illinois. His responsibilities include preparing design specifications, preparing contract documents using AutoCAD, creating 3D BIM and 2D construction documents, assisting in Construction Administration, and more.

Relevant Experience

KENDALL COUNTY FOREST PRESERVE, ILLINOIS

Ken Pickerill House Renovations Pickerill Estate House Re-Roofing

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility

LAKE COUNTY HEALTH DEPARTMENT, ILLINOIS

Peterson Road Behavioral Health Clinic

CITY OF NAPERVILLE, ILLINOIS

Municipal Center Entry Emergency Operations Center
Door Replacement Interior Renovations

WARREN TOWNSHIP HIGHWAY DEPARTMENT, ILLINOIS

South Vehicle Storage Building

VILLAGE OF JOHNSBURG, ILLINOIS

David G. Dominguez
Municipal Center

ARCHITECTURAL DESIGNER

**Parnell
Tesoro**



Education

Illinois Institute of Technology
Bachelor of Architecture

College of DuPage
Associates in Applied Science in Pre-Architecture

ELECTRICAL ENGINEER

Michael Kluber

PE, CEM, LEED AP



Michael has been providing Electrical Engineering services to municipalities since founding Kluber, Inc. in 1988. His deep understanding of the complexities of design through working in the field provides a blend of the technical with the practical. His certifications include LEED AP and Certified Energy Manager, which enables him to leverage sustainability on each project.

Relevant Experience

Licensure and Certifications

- Professional Engineer - Multiple States
- Certified Energy Manager
- LEED Accredited Professional

Special Training

- Solar PV Design and Installation
- GE Low-Voltage Protector and Application
- Power System Relaying Theory/Applications
- Cogeneration Technology

Education

- Georgia Institute of Technology
- Bachelor of Electrical Engineering

VILLAGE OF SOUTH ELGIN, ILLINOIS

- New Public Works Facility
- Police, Village Hall, and Parks & Recreation Space Needs Analysis
- New Police Department and Training Center
- Facility Assessment and Deferred Maintenance Plan
- Village Hall and Police Department Renovations

VILLAGE OF JOHNSBURG, ILLINOIS

- Space Needs Assessment
- David G. Dominguez Municipal Center Expansion

VILLAGE OF PINGREE GROVE, ILLINOIS

- New Public Works and Village Hall Facility
- Salt Structure Foundation

CITY OF AURORA, ILLINOIS

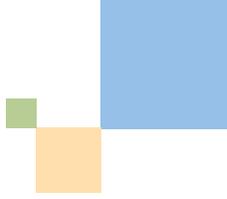
- Consolidated Public Works Facility
- 5th Floor Media Center Renovation
- HR Department Renovation
- Payroll and Budget Department Renovation
- Wilder Park Restroom and Concession Facility

VILLAGE OF HOMEWOOD, ILLINOIS

- Village Hall Renovations

COUNTY OF DUPAGE, ILLINOIS

- JTK Administration Building HVAC Renovations
- Care Center HVAC Renovations
- Courthouse Elevator Extension



**MECHANICAL , PLUMBING,
FIRE PROTECTION ENGINEER**

Donald Ware, Jr.

PE, CPD, LEED AP

In his role as Vice President and Director of Mechanical Engineering, Don has retrofitted, evaluated, and designed mechanical systems for hundreds of public, industrial, and commercial buildings. He has consistently developed innovative designs on-time and on-budget. His reputation is well known and respected in Illinois.

Relevant Experience

VILLAGE OF SOUTH ELGIN, ILLINOIS

New Public Works Facility	Facility Assessment and Deferred Maintenance Plan
Police, Village Hall, and Parks & Recreation Space Needs Analysis	
New Police Department and Training Center	

VILLAGE OF JOHNSBURG, ILLINOIS

Space Needs Assessment

David G. Dominguez Municipal Center Expansion (Village Hall and Police Department)

COUNTY OF DUPAGE, ILLINOIS

JTK Administration Building HVAC Renovations	Care Center HVAC Renovations
--	------------------------------

VILLAGE OF FOX RIVER GROVE, ILLINOIS

New Public Works Facility and Salt Dome

VILLAGE OF HINSDALE, ILLINOIS

Police Station Boiler Replacement

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility	HVAC Renovations at Mayor's Office
Fire Station #4 AC Study	



Licensure and Certifications

Professional Engineer
- Multiple States

Certified Plumbing Designer

LEED Accredited Professional

Professional Memberships

American Society of Plumbing Engineers

American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE)

Education

University of Illinois at Urbana-Champaign
Bachelor of Mechanical Engineering

NCOIC Satellite Operations and Engineering

MECHANICAL ENGINEER

Brian Grey

PE



Licensure and Certifications

Professional Engineer -
Illinois

Professional Memberships

American Society of
Heating, Refrigerating, and
Air-Conditioning Engineers
(ASHRAE)

Education

University of Illinois at
Urbana-Champaign
Bachelor of Mechanical
Engineering

Brian is a Mechanical Engineer at Kluber. As a key contributor and a strong team player to the team, Brian's tasks include building system design, code analysis, HVAC system design, and plumbing system design. Brian is a part of our BIM leadership team, spearheading Kluber's use of the Revit design-tool, developing Kluber standards within that program

Relevant Experience

VILLAGE OF SOUTH ELGIN, ILLINOIS

New Police Department
and Training Center

Facility Assessment and
Deferred Maintenance Plan

Village Hall Renovations

VILLAGE OF JOHNSBURG, ILLINOIS

David G. Dominguez Municipal
Center Expansion (Village Hall
and Police Department)

VILLAGE OF PINGREE GROVE, ILLINOIS

New Public Works and
Village Hall Facility

VILLAGE OF ROSCOE, ILLINOIS

New Police Station Design Services

WARREN TOWNSHIP, ILLINOIS

Senior Center Expansion

VILLAGE OF LOMBARD, ILLINOIS

Utilities Building Expansion



STRUCTURAL ENGINEER

Jeff has a distinct understanding of built structures that enables him to develop and incorporate his designs with the architects and engineers at Kluber. He has worked with multiple municipalities on a wide range of project types from structural design to failure analysis of the building.

Jeffrey Bruns

SE, LEED AP

Relevant Experience

VILLAGE OF SOUTH ELGIN, ILLINOIS

- New Public Works Facility
- Police, Village Hall, and Parks & Recreation Space Needs Analysis
- New Police Department and Training Center
- Facility Assessment and Deferred Maintenance Plan

VILLAGE OF JOHNSBURG, ILLINOIS

- Space Needs Assessment
- David G. Dominguez Municipal Center Expansion (Village Hall and Police Department)

VILLAGE OF PINGREE GROVE, ILLINOIS

- New Public Works and Village Hall Facility
- Salt Structure Foundation

VILLAGE OF HOMEWOOD, ILLINOIS

- Village Hall Renovation Phase 1 Study
- Village Hall Renovation Phase 2 Implementation



Licensure and Certifications

- Structural Engineer - Multiple States
- Structural Engineering Certification Board
- LEED Accredited Professional

Professional Memberships

- American Society of Civil Engineers
- Structural Engineers Association of Illinois
- American Institute of Steel Construction
- American Concrete Institute

Education

- Colorado State University - Fort Collins
Bachelor of Civil Engineering
- University of Illinois at Urbana-Champaign
Master of Civil Engineering

**SAFETY AND TECHNOLOGY
DESIGNER**

Joel Murphy

CPTED



Special Training

Physical Security Professional
– ASIS International

Crime Prevention
Through Environmental
Design (CPTED)

AV Technologist – AVIXA

Professional Memberships

ASIS International

Education

Northern Illinois University
Master of Science –
Educational School of
Business Management

Illinois State University
Bachelor of Science –
Industrial Education

Joel has over 30 years leading numerous facility management operations, construction and renovation projects, and security systems upgrades for complex public safety facilities. His experience includes directing the planning and construction of over \$250 million in new facilities, renovations to existing facilities, station alerting installation, and access control systems.

Relevant Experience

VILLAGE OF JOHNSBURG, ILLINOIS

David G. Dominguez Municipal
Center Expansion (Village Hall
and Police Department)

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility	HR Department Renovation
5th Floor Media Center Renovation	Payroll and Budget Department Renovation

WILL COUNTY HEALTH DEPARTMENT

New Health Department Building

CITY OF BLOOMINGTON, ILLINOIS

Grossinger Motor Arena
LED Upgrades

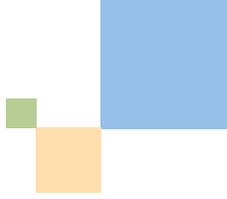
Government Center Remodeling
and Renovations

VILLAGE OF LINCOLNSHIRE, ILLINOIS

Public Works Safety and
Security Analysis

OSWEGO COMMUNITY SCHOOL DISTRICT

Life Safety Projects	Long-Range Technology Plan
Facilities Master Plan	
Video Surveillance and Access Control Installation and Upgrades	



Aaron is an Electrical Designer at Kluber and is working toward becoming a licensed Electrical Engineer in the State of Illinois. He has experience working on all phases of the design process with a variety of different project types. Aaron is focused on using his innovation and intuition to develop a quality and efficient product for the client.

Relevant Experience

WILL COUNTY HEALTH DEPARTMENT, JOLIET, ILLINOIS

New Health Department Building

ILLINOIS CAPITAL DEVELOPMENT BOARD

Elgin Mental Health Center
Dietary Renovations

LaSalle Veterans’ Home
Door Replacement

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility
Council Chambers Renovations
5th Floor Media Center Renovations

CITY OF WHEATON, ILLINOIS

Public Works Emergency
Backup Generator #7

LAKE COUNTY HEALTH DEPARTMENT, ILLINOIS

Peterson Road Behavioral
Health Clinic

WARREN TOWNSHIP HIGHWAY DEPARTMENT, ILLINOIS

South Vehicle Storage Building

ELECTRICAL DESIGNER

Aaron Reinhart



Education

University of Illinois –
Champaign/Urbana
Engineering Physics

MECHANICAL DESIGNER

**Kyle
Dick**

Kyle is a Mechanical Designer at Kluber working toward becoming a licensed Mechanical Engineer in the State of Illinois. Kyle's passion for designing comfortable and enjoyable spaces for our clients drives each project he works on.

Relevant Experience



Education

Northern Illinois University
Bachelor in Mechanical
Engineering

ILLINOIS CAPITAL DEVELOPMENT BOARD

Central Dietary Renovations

LAKE COUNTY HEALTH DEPARTMENT, ILLINOIS

Peterson Road Behavioral
Health Clinic

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility

COUNTY OF DUPAGE, ILLINOIS

Care Center HVAC Renovations

VILLAGE OF SOUTH ELGIN, ILLINOIS

New Police Department
and Training Center

OAKTON COLLEGE, SKOKIE, ILLINOIS

Boilers and Heat Exchangers
Renovations



Kyle is a Structural Designer who joined the Kluber team in 2022. Kyle’s diverse background in built structures of many forms allows him to provide top-notch design services to each of our clients. Kyle is a licensed Professional Engineer in Wisconsin and Michigan, and is working toward getting his licensure in Illinois.

Relevant Experience

CITY OF AURORA, ILLINOIS

Consolidated Public Works Facility

ST. CHARLES PARK DISTRICT, ILLINOIS

Pottawatomie Historic Pavilion Renovations

VILLAGE OF ORLAND PARK, ILLINOIS

Sportsplex Roof and Gutters Renovations

VILLAGE OF GLENVIEW, ILLINOIS

Fire Station 13 Improvements

WARREN TOWNSHIP HIGHWAY DEPARTMENT, ILLINOIS

South Vehicle Storage Building

OAK BROOK PARK DISTRICT, ILLINOIS

Family Recreation Center Pool HVAC and Deck Renovations

KENDALL COUNTY FOREST PRESERVE, ILLINOIS

Ken Pickerill House Renovations

STRUCTURAL DESIGNER

Kyle Gensler



Licensure and Certifications

Licensed Professional Engineer in Wisconsin and Michigan

Education

University of Illinois at Chicago
Civil Engineering

Relevant Experience



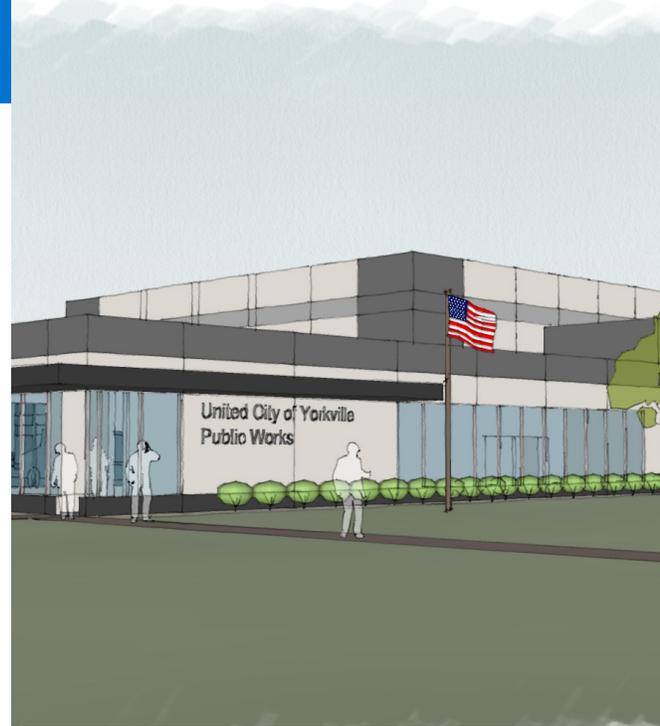
Public Works and Park Maintenance Facility Analysis and Design



Kluber Architects + Engineers was selected by the United City of Yorkville to assess the current Public Works and Parks Maintenance Facilities to determine if it is adequate to handle their current and future space needs demands for equipment, storage, personnel, and operations.

There was also an emphasis on determining whether there are ways to utilize the existing facilities more efficiently or if future development will need to occur to accommodate the City's objectives. In the Summer of 2022, the City contracted our firm to complete the work.

The City originally planned a phased approach per department. Public Works would be built first, then Parks would follow, possibly followed by Recreation. Throughout the Schematic Design phase, they decided it is no longer financially or functionally advantageous for Parks and Public Works to be separate, and that they should join together as soon as possible.



Concept Imagery of New Public Works Facility

Owner

City of Yorkville

Project Type

Study

New Construction

Services Provided

Architecture

Mechanical Engineering

Electrical Engineering

Structural Engineering

Plumbing Engineering

Completion

Anticipated February 2023

Reference

Bart Olsen

City Administrator

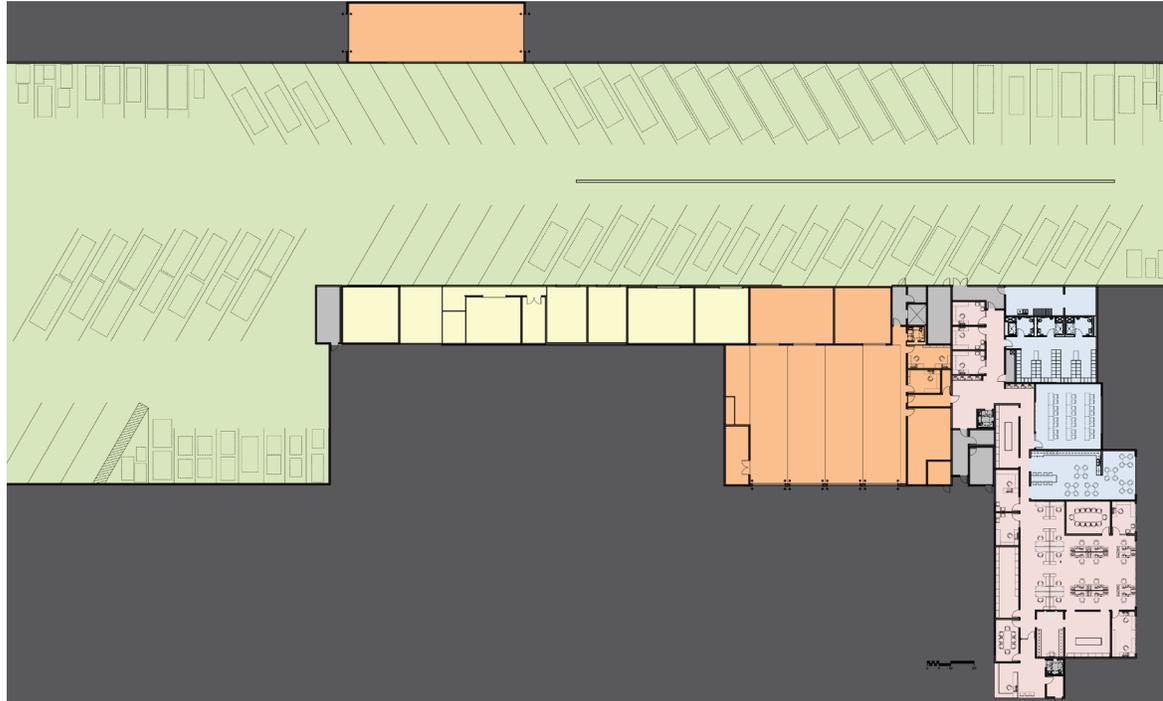
United City of Yorkville

630-308-0582

bolsen@yorkville.il.us

**■ PUBLIC WORKS & PARK MAINTENANCE
FACILITY ANALYSIS AND DESIGN**

United City of Yorkville
Yorkville, Illinois



Consolidated Public Works Facility



Kluber Architects + Engineers is currently designing a new Consolidated Public Works Facility on a recently purchased 25-acre parcel of land. This 200,000 square foot office and fleet building will consolidate several maintenance divisions currently housed in facilities in substantial disrepair as well as provide a new fueling stations and an upsized winter road salt storage silo.

This facility will house an array of amenities and will be one of the largest public work facilities in the State of Illinois. Some key features include fleet maintenance with both manual and automatic wash bays, an 89,200 square foot fleet garage, ten specifically designed shops, and a full scope of administration spaces ranging from offices to fitness rooms.

The building exterior will consist mainly of precast concrete panels and glazed aluminum storefront or curtainwall systems. The roofing system will be designed for durability, optimized drainage, and thermal requirements.



Rendering of the Front Exterior of Public Works Facility

Owner

City of Aurora

Project Type

New Construction

Services Provided

Space Needs Assessment
Site Master Planning
Architecture
Mechanical Engineering
Electrical Engineering
Structural Engineering
Interior Design

Size

200,000 Square Feet

Budget

\$37,502,925

Completion

Anticipated 2024

Reference

Ian Wade
Capital Projects Manager
wadei@aurora.il.us
630-256-3237

■ **CONSOLIDATED PUBLIC WORKS FACILITY**

City of Aurora
Aurora, Illinois



Village Hall and Public Works Facility



Front Exterior of Municipal Center

Kluber Architects + Engineers was awarded the Design/Build project for a combined Village Hall and Public Works Facility for the Village of Pingree Grove. The new facility is a two-story, 28,000 SF facility.

The Village Hall portion of the building includes space for reception, offices, and work areas. There is a large meeting room with kitchenette and new Board Meeting Room. The Building Department includes a private offices and cubicles for the village staff, as well as an office vestibule, service window, and full kitchen.

The Public Works Department includes offices, locker rooms, toilet rooms, break/meeting room, and a wash-down laundry room. The service wash bays include vehicle wash bays and storage. Overlooking the wash bays is a stair-accessible mezzanine with storage.

The new municipal center broke ground on Monday, July 23, 2018 and construction was completed in the summer of 2019.

Owner

Village of Pingree Grove

Project Type

New Construction

Services Provided

Architecture
Structural Engineering
Mechanical Engineering
Electrical Engineering

Size

28,000 Square Feet

Budget

\$4,100,000

Completion

July 2019

Reference

Karen Plaza
Finance Director
Village of Pingree Grove
847-464-5533 Ext. 12

■ **VILLAGE HALL AND PUBLIC WORKS FACILITY**

Village of Pingree Grove
Pingree Grove, Illinois



On-Call Architecture and Engineering Services



In 2022, Kluber Architects + Engineers was selected to be on the Village of Orland Park's list of architectural and engineering designers. Since then, our firm has been selected to work on a handful of different projects, including:

- Sportsplex Locker Room Renovations
- 14249 Wolf Road Demolition
- Sportsplex Roof and Gutter Renovations
- Wolf Road Demolition
- Entry Ramp and ADA Improvements



Existing Condition of Sportsplex
Downspout

Owner

Village of Orland Park

Project Type

Renovation
Demolition
ADA Improvements
Roof Renovations

Services Provided

Architecture
Mechanical Engineering
Electrical Engineering
Plumbing Engineering

References

Joel VanEssen
Public Works Director
Village of Orland Park
jvanessen@orlandpark.org
708-403-6104

Mike Mazza
Operations Manager
Village of Orland Park
mmazza@orlandpark.org
708-403-6108

Prequalified Engineering Services



In 2022, Kluber Architects + Engineers became a prequalified vendor for engineering services for the County of DuPage. After becoming prequalified, we have worked on the following projects:

- Courthouse Elevator Extension
- JTK Administration Building HVAC Renovations
- Care Center HVAC Renovations

As a prequalified vendor, our firm will be contracted throughout the duration of our agreement to consult on a variety of facility engineering needs.



Exterior Shot of the DuPage Care Center

Owner

County of DuPage

Services Provided

Mechanical Engineering
Electrical Engineering
Plumbing Engineering

References

Tim Harbaugh
Deputy Director, Facilities Management
DuPage County
tim.harbaugh@dupageco.org
630-407-5670

Public Works Storage Yard Improvements

Phase 1



Kluber Architects + Engineers and WBK Engineering were selected to prepare preliminary design documents to construct improvements at the Village's Public Works Center, as well as the property adjacent to their Water Reclamation Center.

The improvements at the two sites will provide improved and expanded covered storage for raw materials such as dirt, stone, and sand. Furthermore, the renovations will offer improved storage to segregate excavation spoil, sweeping debris, etc.

As part of this project, there will be an improved layout and use of outdoor open spaces for the storage of supplies such as hydrants, pipe, and manhole structures, and staging of vehicles and equipment. There will also be improved storm water management on the site,



Current Site of Storage Yard, Before Improvements

Owner

Village of Carol Stream

Project Type

Site Renovations

Services Provided

Architecture

Design Partner

WBK Engineering

Budget

\$3,100,00.00

Completion

Anticipated February 2023

Reference

Philip Modaff
Director of Public Works
pmdaff@carolstream.org
630-871-6260

David G. Dominguez Municipal Center



Kluber Architects + Engineers designed the renovation and expansion of the existing Village Hall in Johnsburg, Illinois, with the goal of accommodating future administrative and police department needs.

The project includes the following elements:

Village Hall:

- New interior finishes
- New exterior signage
- Stone masonry veneer and laminated architectural shingles for the roofing areas
- Public lobby and reception desk

Police Department:

- Administrative and patrol office spaces
- Holding cells
- Interview rooms

Site improvements also include a new secured parking lot at the rear of the building, full foundation landscaping improvements, and a security system.



Front Exterior of Municipal Center

Owner

Village of Johnsburg

Project Type

Space Planning
Renovation

Services Provided

Architecture
Electrical Engineering
Mechanical Engineering
Plumbing Engineering
Structural Engineering
Interior Design

Size

14,750 Square Feet

Budget

\$3,302,941.43

Completion

January 2022

Reference

Claudett Peters
Village Administrator
815-385-6023
cpeters@johnsburg.org

■ **DAVID G. DOMINGUEZ MUNICIPAL CENTER**

Village of Johnsburg
Johnsburg, Illinois

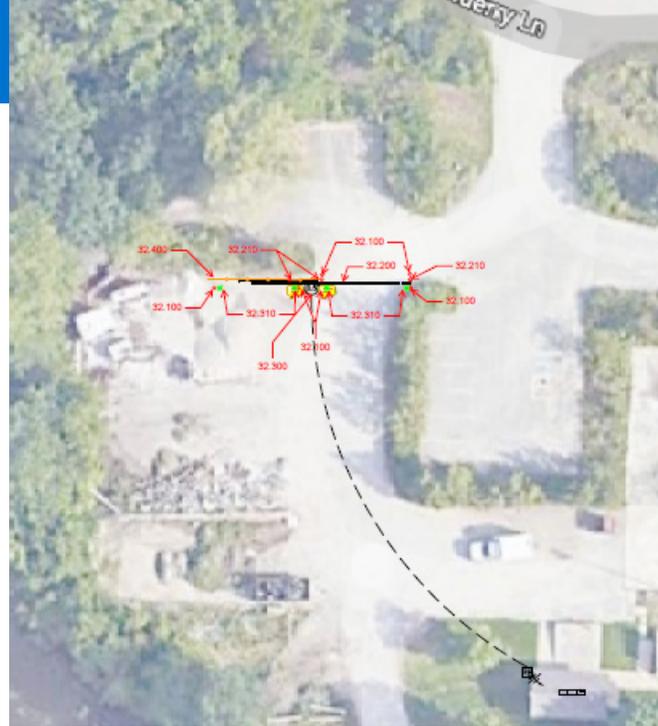


Londonderry Lane Security Gate Renovations



The Village of Lincolnshire has asked Kluber Architects + Engineers to design a security gate at the Londonderry Lane material storage site, with the goal of keeping the site isolated from resident use. This particular project is associated with the new paving performed by the Village and reorganizing the site for better utilization.

Though the Village initially had tasks in mind on how to complete the work, our firm has worked with their stakeholders to determine a more cost-effective and practical application for long-term use. Construction will begin in October 2022.



Owner

Village of Lincolnshire

Project Type

Security & Technology

Services Provided

Architecture
Electrical Engineering

Budget

\$100,000

Completion

Anticipated November 2022

Reference

Bradley Woodbury
Public Works Director
bwoodbury@lincolnshireil.gov

Council Chambers Renovations



The City of Aurora selected the Kluber Architects + Engineers team to renovate the existing Council Chambers, totaling approximately 3,300 square feet.

Renovations include:

- Demolition of flooring, ceiling, lighting, seating, and front seating area in front of dais
- New interlocking seating system
- Adding operable partition within seating area
- New acoustical ceiling system and LED lighting
- Expanding the seating area to the south for attorney and clerk
- Add Kevlar panels to dais area
- New flooring and wall base
- Painting of all walls



Partial Rendering of New Council Chambers

Owner

City of Aurora

Project Type

Interior Renovation

Services Provided

Architecture
Electrical Engineering
Structural Engineering

Size

3,300 Square Feet

Completion

Anticipated October 2022

Reference

Jim Birchall
Superintendent
City of Aurora
630-256-3490
birchallj@aurora.il.us

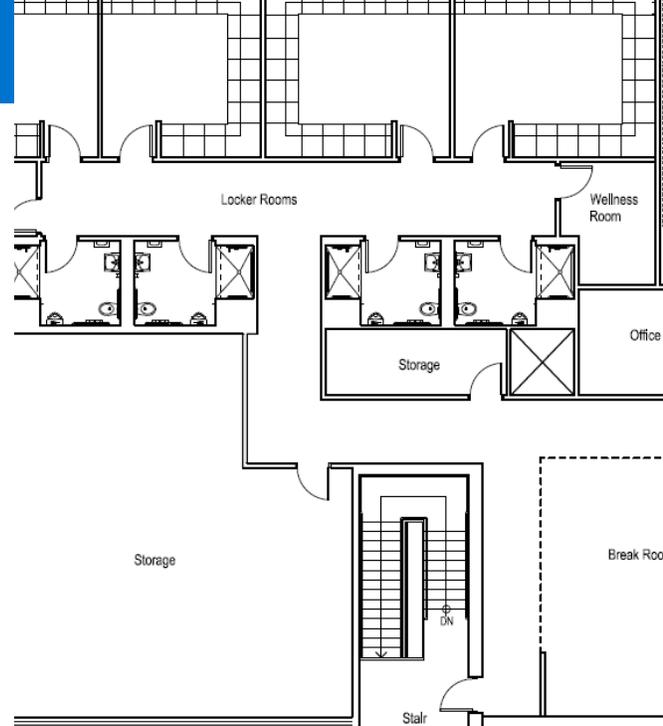
Police Department and Training Center



The Village of South Elgin selected the Kluber Architects + Engineers team to design their new Police Station on Village-owned property. We have prepared a preliminary site plan and are currently in the Schematic Design phase of the facility

This particular project initially began as a Master Planning exercise for a Municipal Campus, including their City Hall, Police Station, and Parks and Recreation Center. Our team initially met in November 2021 to discuss the intent of the study and understand the future facility needs. As part of this Master Planning exercise, it was determined that to accommodate their long range goals of a municipal campus, the Police Department would have to be their first priority.

Before the design phase of this project, our team took the South Elgin team on tours of local Police Department facilities to get an understanding of the function, scale, and aesthetic of their buildings. The Village appreciated this component of the project because it gave their Facilities Managers opportunities to speak with their peers at other facilities and understand their building maintenance needs before designing their new Police Department.



Second Floor Plan of Police Department

Owner

Village of South Elgin

Project Type

New Construction

Services Provided

Architecture
Mechanical Engineering
Electrical Engineering
Plumbing Engineering
Structural Engineering

Size

30,000 Square Feet

Completion

Anticipated May 2024

Reference

Steve Super
Village Administrator
Village of South Elgin
ssuper@southelgin.com
847-742-5780

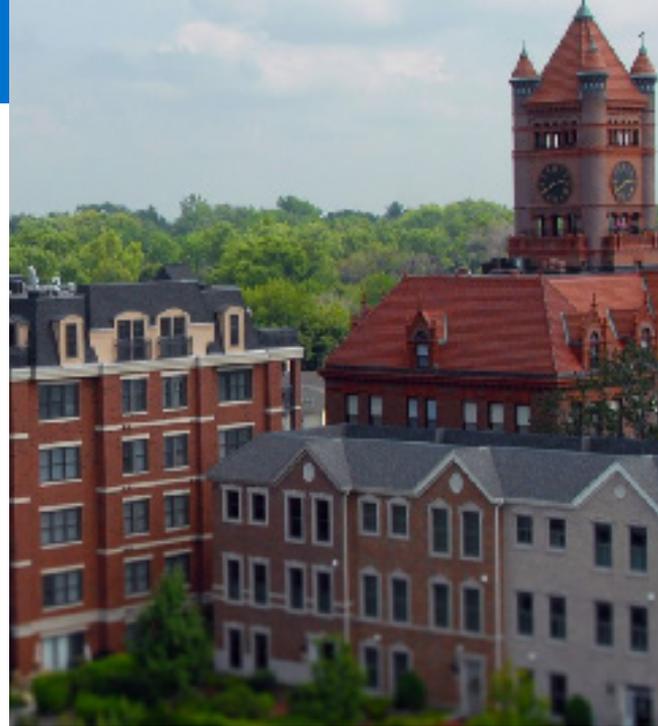
Public Works Backup Generator #2



The City of Wheaton utilizes a backup generator to supply electricity to the Public Works building during power outages. The existing unit is a 1986 Onan Diesel fueled generator with automatic transfer switch and related ancillary equipment.

In September 2022, the City selected Kluber Architects + Engineers to evaluate and potentially replace the existing backup generator, automatic transfer switch, and associated equipment. Our team will conduct a comprehensive audit of the existing backup generator and generator system and provide replacement recommendations based on these results, design and prepare bid documents, provide construction oversight, and project close-out services.

This scope includes any and all electrical engineering specifications for the generator, construction prints/drawings, bid documents necessary for the project, equipment selection, any necessary construction modifications or to the existing facility infrastructure, include construction timelines, development of estimated costs for the project, and development of phasing plans for project implementation.



The City of Wheaton, Illinois

Owner

City of Wheaton

Project Type

Generator Renovations

Services Provided

Electrical Engineering

Budget

\$15,000

Completion

In Progress

Reference

Sam Webb
Fleet Maintenance Superintendent
630-260-2119
swebb@wheaton.il.us

City Facility Generator Assessment



The City of Wheaton hired our firm to review and provide recommendations for 5 generators at four separate locations within the City.

Our final report contained:

- An executive summary of our findings
- A functional needs assessment that included code review and national standards
- Generator-specific information including location, description, and recommendations
- Photos of observations
- Summary of costs and breakdown of cost estimations, broken into priorities

The goal of this project was to assist the City with understanding and maintaining their generators to better prepare for the future.



Owner

City of Wheaton

Project Type

Assessment

Services Provided

Electrical Engineering

Size

4 Buildings

Budget

Budget

Completion

October 2020

Reference

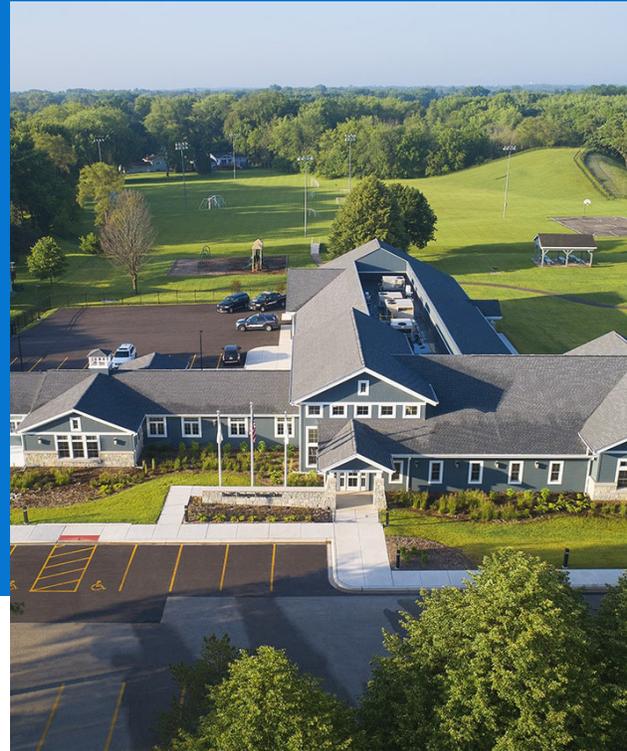
Sam Webb

Fleet Maintenance Superintendent

630-260-2119

swebb@wheaton.il.us

Green Building Design



Energy efficiency is at the forefront of each of our projects.

Embedded in each of our projects is the priority of making your facility as energy efficient as possible. Quality design and planning is naturally a sustainable process. By understanding your needs through an effective pre-design process, our team is able to design building solutions that enhance the experience of building users.

Furthermore, we ensure that your building materials are as sustainable as possible. “Sustainable materials” are about more than just the composition of a product. Determining whether your materials will withstand the test of time and can be easily maintained is crucial to the success of your project.

“Kluber has extensive history working with municipalities.”

Derek Soderholm Fox River Grove

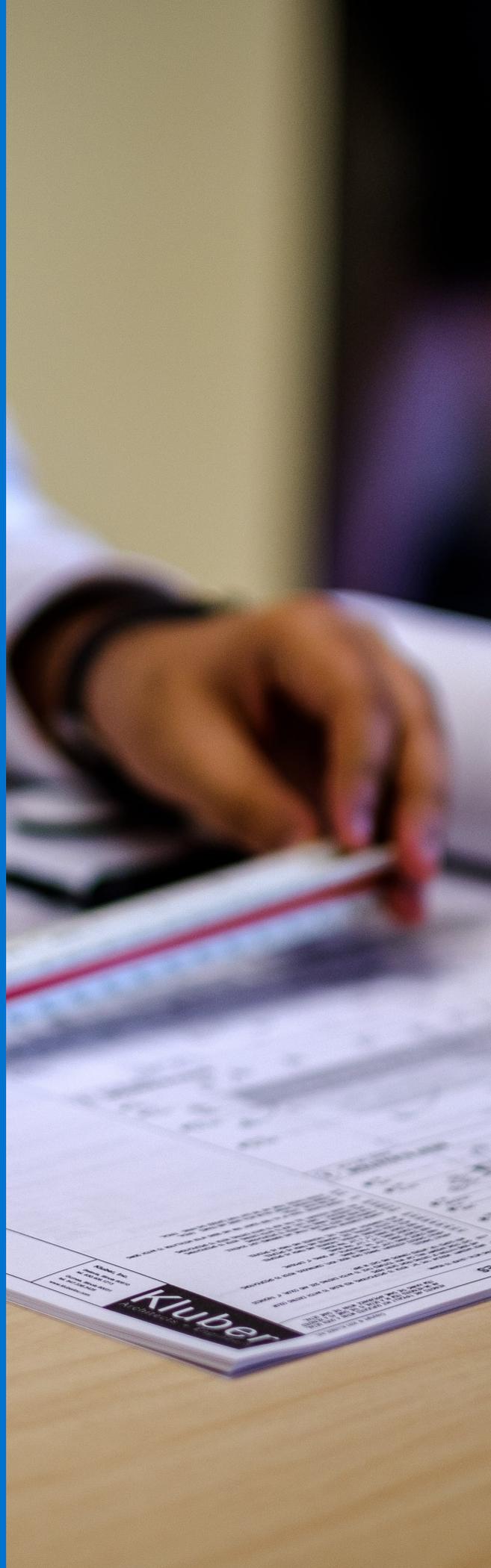
Hourly Rates



Hourly Rates

Kluber Architects + Engineers Staff	Hourly Rate
Principal.....	\$225.00
Project Manager.....	\$175.00
Project Mechanical Engineer III.....	\$165.00
Project Mechanical Engineer II.....	\$140.00
Project Mechanical Engineer I.....	\$115.00
Project Electrical Engineer III.....	\$165.00
Project Electrical Engineer II.....	\$140.00
Project Electrical Engineer I.....	\$115.00
Project Structural Engineer III.....	\$165.00
Project Structural Engineer II.....	\$140.00
Project Structural Engineer I.....	\$115.00
Project Technologist.....	\$165.00
Project Architect III.....	\$135.00
Project Architect II.....	\$115.00
Project Architect I.....	\$95.00
Interior Designer III.....	\$115.00
Interior Designer II.....	\$95.00
Interior Designer I.....	\$75.00
Construction Observer.....	\$95.00
Senior Project Coordinator.....	\$75.00
Project Coordinator.....	\$55.00
Mark-up for hourly Projects (indirect costs, OH & P).....	15.0%
Direct Labor.....	10.0%

Required Forms





RESPONDENT CERTIFICATION

PROPOSAL SIGNATURE: _____

State of Illinois)

County of Kane)

Michael T. Kluber

TYPE 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 12-27-22

Kluber Inc.

Organization Name

(Seal - If Corporation)

By [Signature]

Authorized Signature

41 W. Benton St., Aurora, IL 60506

Address

630-406-1213

Telephone

Subscribed and sworn to before me this 27th day of DEC, 2022.

In the state of IL. [Signature]
Notary Public

My Commission Expires: 4/3/2024
(Fill Out Applicable Paragraph Below)



(a) Corporation

The Respondent is a corporation, which operates under the legal name of Kluber Inc.

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

The full names of its Officers are:

President Michael T. Kluber

Secretary Donald D. Ware, Jr.

Treasurer Rachel Whelan

The corporation does have a corporate seal. (In the event that this bid 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 which permits the person to execute the offer for the corporation.)

(b) Partnership

Name, signature, and addresses of all Partner

The partnership does business under the legal name of _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

(c) Sole Proprietor

The Respondent is a Sole Proprietor whose full name is _____.
If the Respondent is operating under a trade name said trade name is _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

Signed _____
Sole Proprietor



Attachment I.

RESPONDENT CERTIFICATION

Kluber Inc., as part of its bid on a contract for
(name of Respondent)

statement of qualifications (SOQ) from multi-disciplined architectural / engineering consultants as eligible to submit on proposals with the Village for on-call professional engineering services, 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)

Subscribed and sworn to
before me this 27TH day
of DEC., 2022


(Notary Public)





Attachment II. TAX COMPLIANCE AFFIDAVIT

Michael T. Kluber, being first duly sworn, deposes and says:

that he/she is _____ President _____ of
(partner, officer, owner, etc.)

Kluber Inc.
(bidder selected)

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.

Michael T. Kluber
By:
Its:

Michael T. Kluber
(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.

Subscribed and sworn to before me this 27TH day of DEC., 2022.

Debra L Agro
Notary Public's Signature

- Notary Public Seal -



Minority Business and Women Business Enterprises Requirements

The Village of Oak Park in an effort to reaffirm its policy of non-discrimination, encourages and applauds the efforts of bidders and subConsultants in taking affirmative action and providing Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

Reporting Requirements

The following forms must be completed in their entirety, notarized and included as part of the statement of qualification document. Failure to respond truthfully to any question on the list or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of your statement of qualifications.



Attachment III.

ORGANIZATION OF BIDDING FIRM

Please fill out the applicable section:

A. Corporation:

The Consultant is a corporation, legally named Kluber Inc. and is organized and existing in good standing under the laws of the State of Illinois. The full names of its Officers are:

President Michael T. Kluber

Secretary Donald D. Ware, Jr.

Treasurer Rachel Whelan

Registered Agent Name and Address: Kluber Inc., 41 W. Benton Street, Aurora, IL 60506

The corporation has a corporate seal. (In the event that this Bid 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.)

B. Sole Proprietor:

The Consultant is a Sole Proprietor. If the Consultant does business under an Assumed Name, the

Assumed Name is _____, which is registered with the Cook County Clerk. The Consultant is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

C. Partnership:

The Consultant is a Partnership which operates under the name _____

The following are the names, addresses and signatures of all partners:

_____	_____
_____	_____
Signature	Signature

(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.

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

Signature of Owner

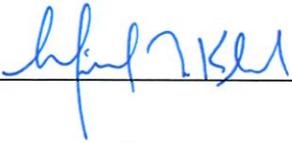


Attachment IV. **Compliance Affidavit**

I, Michael T. Kluber 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 Qualifications 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 affiliates¹ 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.

¹ 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 T. Kluber

Name of Business: Kluber Inc. Your Title: President

Business Address: 41 W. Benton Street Aurora, Illinois 60506

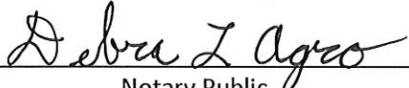
(Number, Street, Suite #)

(City, State & Zip)

Telephone: 630-406-1213 Fax: 630-406-9472

Web Address: www.kluberinc.com

Subscribed to and sworn before me this 27th day of DEC, 2022.


Notary Public



M/W/DBE STATUS AND EEO REPORT

1. Consultant Name: Kluber Inc.

2. Check here if your firm is:

Minority Business Enterprise (MBE) (A firm that is at least 51% owned, managed

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 this Bid. For assistance in completing this form, contact the Department of Public Works at 708-358-5700.

and controlled by a Minority.)

Women's Business Enterprise (WBE) (A firm that is at least 51% owned, managed and controlled by a Woman.)

Owned by a person with a disability (DBE) (A firm that is at least 51% owned by a person with a disability)

None of the above

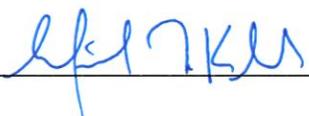
[Submit copies of any W/W/DBE certifications]

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

20 Number of full-time employees

0 Number of part-time employees

4. Similar information will be requested of all subConsultants working on this agreement. Forms will be furnished to the lowest responsible Consultant 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: 

Date: _____

EEO REPORT

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this proposal. An incomplete form will disqualify your proposal. For assistance in completing this form, contact the Purchasing Department at 708-358-5473.

An EEO-1 Report may be submitted in lieu of this report.

Consultant Name Kluber Inc.
 Total Employees 20

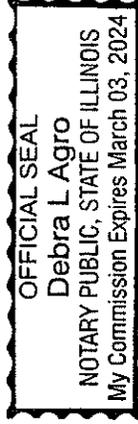
Job Categories	Total Employees	Total Males	Total Females	Males					Females				Total Minorities		
				Males				Females							
				Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander				
Officials & Managers				0	0										
Professionals	15	13	2	0	0	0	2	0	0	0	0	0	0	0	2
Technicians				0	0										
Sales Workers				0	0										
Office & Clerical	5	0	5	0	0	0	0	0	0	0	0	0	0	0	0
Semi-Skilled				0	0										
Laborers				0	0										
Service Workers				0	0										
TOTAL				0	0	0	0	0	0	0	0	0	0	0	0
Management Trainees				0	0										
Apprentices				0	0										

This completed and notarized report must accompany your Proposal. It should be attached to your Affidavit of Compliance. Failure to include it with your Proposal will be disqualify you from consideration.

Michael T. Kluber being first duly sworn, deposes and says that he/she is the President (Title or Officer) of KLUBER, INC. and that the above EEO Report information is true and accurate and is submitted with the intent that it

be relied upon. Subscribed and sworn to before me this 27th day of DEC 2022.

Debra L. Agro (Signature) 12/27/2022 (Date)





REQUEST FOR QUALIFICATIONS (RFQ)

Request for Qualifications

for On-Call Professional Architectural / Engineering Services Contract

Issued: December 7th, 2022

Qualifications Due: December 30th, 2022

The Village of Oak Park (“the Village”) is requesting qualifications for on-call architectural/engineering services to identify consultants to assure that it is receiving the optimum level of services at a competitive price.

Responses shall be submitted via email on or before December 30th, 2022 at 2:00

Section I. General Requirements

A. Introduction and Mandatory Terms

The Village is requesting a Statement of Qualifications (SOQ) from multi-disciplined architectural/engineering consultants for on-call task order professional architectural and/or engineering services. See Section II- Scope of Services, for additional information.

The Village will accept electronic pdf responses via email (paper submittals will not be accepted). Each Consultant shall *provide one (1) pdf of their qualifications in an email titled "Statement of Qualifications for On-Call Architectural and Engineering Services COMPANY NAME."* It is the responsibility of the consultant to notify the Village of its intent of submitting a proposal so that they added to a plan-holder list in case addenda are issued.

All questions must be submitted via email to vics@oak-park.us no later than noon on December 14, 2022. Responses will be provided to the known list of RFQ recipients.

Submittals will be reviewed and evaluated, and all information regarding status will be kept confidential until a decision is made and a recommendation provided to the Village Board for approval.

B. Presentation of Request for Qualifications

The Village reserves the right to select a short list of Consultants at its own discretion to present their qualifications, respond to questions, and supply supplemental information. The Village reserves the right to reject any or all submittals and to disregard any informality on the statement of qualifications when in its opinion, the best interest of the Village will be served by such action.

C. Consultant Notification

Consultants will be notified in writing of further questions and/or decisions.

D. Award of Agreement

A Master Agreement, or equivalent agreement, may be executed once one or more respondents are found to be qualified, a selection of the most qualified consultant is determined by the evaluation committee, and the Village Board approves the award.

Any agreement with a selected Consultant or Consultants must be reviewed and approved by the Village Attorney, may be approved and authorized by the Village of Oak Park Board of Trustees, and executed by the Village Manager. The Consultants are advised that Village staff, other than the Village Manager, have no authority to sign

agreements or modify existing agreements on behalf of the Village and that any such agreements are null and void.

E. Taxes Not Applicable

The Village as a municipality pays neither federal excise tax nor Illinois retailer's occupational tax.

F. Interpretation of the Request for Qualifications Document

Any Consultant in doubt as to the true meaning of any part of this document may request an interpretation thereof from the Village or its representative. The person requesting the interpretation shall be responsible for its prompt delivery. At the request of the Consultant or in the event that Village management deems the interpretation to be substantive, the interpretation will be made by written addendum duly issued by the Village.

In the event that a written addendum is issued, either as a result of a request for interpretation or the result of a change in the requested RFQ specifications initiated by the Village, a copy of such addendum will be provided to the known list of RFQ recipients. The Village will not assume responsibility for receipt of such addendum. In all cases it will be the Consultants' responsibility to obtain all addenda issued.

G. Competency of Consultant

No submission will be accepted from, or agreement awarded to, any person, firm or corporation that is in arrears or is in default upon any debt or agreement. The Consultant, if requested, must present evidence of ability and possession of necessary facilities, and financial resources to comply with the terms of the scope of services.

H. Subletting of Contract

No contract awarded by the Village of Oak Park shall be assigned or any part subcontracted without the written consent of the Village of Oak Park. In no case shall such consent relieve the bidder selected from their obligations or change the terms of the contract.

I. Compliance with Applicable Laws

The Consultant will strictly comply with all Ordinances and codes of the Village of Oak Park and applicable federal and state law.

J. Term of Agreement

The initial Master Agreement shall be on the last date signed by both parties, whichever is later, and shall continue for a period of approximately three (3) years. The Village retains the right to renew this initial agreement under the same terms and conditions upon mutual agreement with the respondent. Renewals are to be done on a yearly basis for no more than two additional terms of approximately one year each.

Price escalation will be allowed and subject to one (1) adjustment per year. The requested increase must be that of the general industry. In this event, written notification stating the requested increase and supporting document justification must be forwarded to the Village. The annual adjustment shall be based upon 100% of the percentage of change of the latest published Index (as defined below) as compared to the Index for the previous year. The Index shall be the United States Department of Labor, Bureau of Labor Statistics, Revised Consumer Price Index for all Urban Wage Earners for Chicago, Illinois - Gary, Indiana - Kenosha, Wisconsin (all items, 1982-84 = 100). Notwithstanding anything contained herein to the contrary, the annual adjustment shall not be greater than five percent (5%) of the previous year's cost for services provided under this agreement in any year. If the Respondent fails to justify the requested increase, the Village reserves the right to reject the request and cancel the balance of the agreement.

If any price reductions are announced during the agreement period, the Village shall receive benefit of such reductions. This request shall also be in the form of a written notification and shall become effective thirty (30) days from the date the notice was received by the Village.

K. Payments

The Village shall pay the consultant on a monthly basis based on the services provided during the month as set forth in this section and in such task order. Payment to the consultant shall be made within 30 days of the receipt of an invoice. A detailed summary of costs will be submitted to the Village for review and approval. Invoices shall be mailed to the Village Engineer located at the Village of Oak Park, 201 South Boulevard, Oak Park, Illinois 60302. All invoices will be paid within 30 days of approval. Charges for late payments must be in accordance with the Local Government Prompt Payment Act, 50 ILCS 505/1, requiring a maximum interest penalty of 1% per month or portion thereof.

For all services provided which are not covered by a task order, the Consultant shall invoice the Village on an hourly basis for direct labor to perform the work based on rates provided.

L. Termination of Contract

The Village reserves the right to terminate any multi-year agreement if the Village's Board of Trustees fails to appropriate funds for this purpose in any subsequent fiscal year. All funds for payments after December 31st of the current fiscal year are subject to appropriation by the Village for this purpose.

The Village further reserves the right to terminate the whole or any part of this agreement, upon written notice to the consultant, in the event of default by the consultant. Default is defined as failure of the consultant to perform any of the agreement or failure to make sufficient progress so as to endanger performance of this agreement in accordance with its terms. In the event of default and termination, the Village will procure upon such terms and in such manner as may be deemed appropriate services similar to those so terminated. The consultant shall be liable for excess costs for such similar services unless acceptable evidence is submitted that failure to perform the agreement was due to causes beyond the control and without the fault of negligence of the consultant.

M. Consultant Personnel Assigned to the Village of Oak Park Account(s)

The Village reserves the right to accept or reject any staff designated by the Consultant. The Consultant shall request approval for substituting any key staff identified in the RFQ. If no suitable replacement staff is provided, the Village reserves the right to terminate the agreement.

N. Confidentiality

The Consultant shall keep the Village's employee and all related data confidential.

O. Insurance Requirements

The selected Consultant must purchase and maintain for the length of the agreement, the lines of insurance described in this section. All insurance coverage shall be on an occurrence basis. The Consultant shall provide evidence of such insurance to the Village together with its proposal, and will provide evidence that the Village has been added as a named insured, where applicable, before commencement of the services and on an annual basis thereafter. Certificates of Insurance shall contain a clause stating that the coverage afforded by the policies listed will not be canceled or materially altered, except after forty-five (45) days advance written notice to the Village. The Consultant shall secure the following endorsements to each of the required policies: "It is understood and agreed that the insurance company will give not less than forty-five (45) days advance written notice of any cancellation or material change under any of these policies to the Village of Oak Park. *"In the event that such notice is not given to the Village of Oak Park at least forty-five (45) days prior to cancellation or material change, the policy will continue in full force and effect for the benefit of the Village as if such*

change or cancellation had not occurred." 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) **Commercial General Liability:**

i. Coverage to include, Broad Form Property Damage, contractual and Personal Injury.

ii. Limits:

General Aggregate \$ 2,000,000.00

Each Occurrence \$ 1,000,000.00

Personal Injury \$ 1,000,000.00

iii. Coverage for all claims arising out of the Proposer's operations or premises, anyone directly or indirectly employed by the Proposer.

(b) **Professional Liability:**

i. Per Claim/Aggregate \$2,000,000.00

ii. Coverage for all claims arising out of the Consultant's operations or premises, anyone directly or indirectly employed by the Consultant, and the Consultant's obligations under the indemnification provisions of this Agreement to the extent same are covered.

(c) **Workers' Compensation:**

i. Workers' compensation insurance shall be in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees who perform work pursuant to the agreement, and in case work is subcontracted, the Consultant shall require each subconsultant similarly to provide Workers' Compensation Insurance. In case employees engaged in hazardous work under this Agreement are not protected under said worker's compensation insurance, the Proposer 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

(e) **Umbrella:**

i. Limits:

Each Occurrence/Aggregate \$2,000,000.00

(f) The Village, its officers, officials, employees and agents shall be named as additional insureds on all insurance policies set forth herein except Workers' Compensation and Professional Liability. The Consultant shall be responsible for the payment of any deductibles for said insurance policies. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officers, officials, employees and agents.

The Consultant understands and agrees that any insurance protection required by the agreement or otherwise provided by the Consultant shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village, its officers, officials, employees and agents as herein provided.

P. Hold Harmless and Indemnity

Notwithstanding any limitations or restrictions applicable to any insurance or bonds required hereunder, the Consultant shall defend, indemnify and hold the Village of Oak Park and its officers, officials, employees, and agents harmless from and against any and all liability, loss, damage, claim, payment or expense, including attorney fees, which the Village or its officers, officials, employees, and agents may incur resulting from or arising out of any error or omission in the performance of the agreement by the Consultant, including, without limitation, errors or omissions in the handling, accounting for, or transferring of funds, or to work, services or systems or products provided in the performance of the agreement by the Consultant or its employees, agents, servants, associates, Consultants, subconsultants, or assignees.

Q. Tentative Schedule

Below is a tentative schedule for the request for qualifications, evaluation of responses, selection and approval of on-call Consultant(s):

VOP issues RFQ	Dec. 7, 2022
Questions due at noon by	Dec. 14, 2022
Qualifications due to Building Maintenance Division	Dec. 30, 2022 2:00 p.m.
Review	Jan. 3-6, 2023
Interviews if deemed necessary	Jan. 9-13, 2023
Recommend Agreement Approval of consultant pool	Jan. 13, 2023
Board Approval of consultant pool	Feb. 6, 2023

Section II. Scope of Services

The Village is requesting statement of qualifications (SOQ) from multi-disciplined architectural/engineering consultants for on-call task order professional engineering services for Building Improvement Fund projects. Selected consultants would support Village staff in areas where assistance is required due to workload or due to specialized technical requirements of certain projects.

Selected consultant(s) will still be able to submit proposals for any projects the Village chooses not to utilize the on-call list. This on-call list will only be utilized for locally funded engineering tasks and does not apply to federally funded engineering projects/phases.

The on-call consultant(s) shall provide staffing and other resources on an as-needed basis for professional architectural and/or engineering services that may include, but are not limited to:

- Grant writing and assistance
- Design engineering of mechanical, electrical, plumbing, structural and renovation projects
- Construction/project management
- Assistance with project budgeting for future years
- Assistance in preparing life-cycle cost and payback analyses

Individual task order assignments will be designated to only one of the firms from the pool of selected on-call consultants.

For each task performed, the on-call consultant will develop and submit a specific scope of work and fee estimate to the Village of Oak Park for negotiation and approval prior to the start of any work.

While the final determination of which Building Improvement Fund projects will be implemented during the term of the contract is not yet determined, the Village's most recent 5-year Capital Improvement Plan can be downloaded from the Village's website at:

https://www.oak-park.us/sites/default/files/budgets/2023/fy23-27_adopted_cip.pdf

For the immediate future, potential task orders include architectural services for the bunk room renovations project at the main fire station, the new emergency egress balcony construction on the 2nd floor of the north fire station, and roof repairs at the south fire station. A complete list of all CIP Building Improvement Fund projects for 2023 is included in this RFQ at the end of this Section.

SOQ Submittal Instructions

- Consultants eligibility to submit SOQ:
 - Licensed with the state of Illinois as a Professional Design Firm, and listed in good standing with the Office of the Illinois Secretary of State.
 - Shall have a presence in the greater Chicagoland area.
 - Staff shall be managed by personnel with the appropriate licensing (e.g. P.E., S.E., P.G.)
- Village Selection Team

The Building Maintenance Division will utilize a selection team of Public Works and Engineering staff members to be part of the process to review all the consultant SOQ's received for the RFQ process. Evaluation will be based on criteria outlined herein which may be weighted by the Village in a manner it deems appropriate.
- SOQ evaluation- A Qualifications Based Selection (QBS) methodology will be utilized according to the Village's purchasing policy. The Village will consider all the material submitted by each Consultant, and other relevant material it may otherwise obtain, to determine whether the proposer is capable of and has a history of successfully completing agreements of this type; criteria includes, but is not limited to:
 - Firm Experience and Municipal Experience
 - The Village may contact references directly to inquire about the quality and type of services currently being provided to other customers.
 - Staff Capabilities
 - The Village will assess the experience and relevant knowledge of the proposed dedicated team of personnel.
- SOQ Outline: Submittals are requested to cover all of the aforementioned services. Excluding the required Village forms it is encouraged for the consultant to limit SOQ length to 10 pages. Submittals shall include the following information:
 - 1) Information about the consultant firm: Include a listing of different services offered and include any specialized licenses, accreditations, etc. held by staff (for example, LEED AP). Summarize how the consultant is qualified to assist in meeting the Village's goals for the contract. Describe the consultant's capabilities, strengths and relevant experience in municipalities with building infrastructure similar in character to Oak Park.
 - 2) Organization Chart & Key Staff: Provide listing of key staff assigned to the contract along with a brief summary of their relevant experience and qualifications and note location of offices for key staff. Include a team

organization chart indicating the key staff and their areas of involvement. Staff resumes do not count towards page total.

- 3) Staff Experience: An outline of each individual's personal experience on projects of a similar nature, including size of the project, role of the individual, areas of responsibility, level of involvement and time assigned to the project.
 - 4) Consultant Firm's Experience: List other contracts awarded to consultant most comparable to the work described in the scope of services. Please provide contact name, address and telephone number.
 - 5) Any objections to any terms of the request for proposal.
 - 6) Attach hourly rate schedule for various classifications in your organization, as well as your proposed standard multiplier and overhead rate to be used for non-task order services. Final rates and multipliers will be negotiated with the most qualified firms recommended for selection.
- Interviews: The Village may, at its sole option, conduct interviews and/or site visits as part of the final selection process.

**Oak Park 2023 Building Improvement fund
Project
List**

Last Update: 12/5/22

Location	Project	Budget	Notes
All	Property Condition Assessment (PCA) Renewals	\$ 25,000.00	Village had PCAs done previously for all buildings. Oldest is from 2015 for Village Hall. This project involves conducting new PCAs for all locations including incorporating energy audits for each location.
All	Energy Audit	\$ 80,000.00	

Fire Sta. 1	Bunk Room Modifications/Renovations	\$ 240,000.00	Includes new alerting system for the Fire Dept. (est. at \$50,000). "Loose" unofficial scope/plan was bid out in early 2022. Bids ranged from \$40K to \$200K. Fire Dept. has provided more detailed narrative/plan of what is desired. Need architect to provide final plans/specs/drawings for permitting process and bidding.
Fire Sta. 1	AC Unit Replacement	\$ 25,000.00	Scheduled for replacement in 2023: condensing units, compressors and associated components for two AC systems. In 2024, the following items would be replaced: domestic water heater (\$5,000), exhaust fans (\$15,000), fire alarm panel and carbon monoxide (CO) detectors (\$15,000) and sprinkler pipe sections (\$10,000).
Fire Sta. 1	Replace Men's Showers (Design only)	\$ 10,000.00	This project involves renovating the 2nd floor men's shower area at the main fire station to install new showers and allow for more space and a separate area for more women's showers. \$10,000 is for design only. \$40K is ear-marked for 2024.
Fire Sta. 2	Egress for Second Floor	\$ 50,000.00	This project involves removing one window in the kitchen area on the second floor and installing a new egress point (doorway with exterior landing) for life safety purposes. Structural and masonry work would be included.

Fire Sta. 2	New Geothermal System	\$ 350,000.00	\$25K for design; \$25K for environmental; \$300K for construction
Fire Sta. 3	Roof Repairs	\$ 200,000.00	
PWC	BAS Upgrades	\$ 90,000.00	
PWC	HVAC Air and Fan Motor Balancing and Monitoring	\$ 30,000.00	
PWC	Locker Room Upgrades	\$ 100,000.00	
PWC	New Exterior and Overhead Doors	\$ 30,000.00	
PWC	Utility Piping Replacements	\$ 25,000.00	Could be bid out as one project with one plumbing contractor. Design plans for this are already done and project is being bid on Wed., Dec. 14th.
PWC	Wash Bay Floor Drain Upgrades	\$ 175,000.00	
Village Hall	Electrical Upgrades (Design/assessment)	\$ 25,000.00	\$250,000 in 2024 for construction
Village Hall	Ventilation Improvements Employee Lounge Restrooms	\$ 35,000.00	This project most likely not be needed.
Metra	Safety and Security Improvements	\$ 45,000.00	Challenges include coordination with Metra, CTA, VOP and Union Pacific.
	TOTAL:	\$ 1,535,000.00	



RESPONDENT CERTIFICATION

PROPOSAL SIGNATURE: _____

State of _____)

County of _____)

TYPE 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 _____

Organization Name

(Seal - If Corporation)

By _____
Authorized Signature

Address

Telephone

Subscribed and sworn to before me this _____ day of _____, 2022.

In the state of _____, _____
Notary Public

My Commission Expires: _____

(Fill Out Applicable Paragraph Below)

(a) Corporation

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

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

_____.

The full names of its Officers are:

President _____

Secretary _____

Treasurer _____

The corporation does have a corporate seal. (In the event that this bid 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 which permits the person to execute the offer for the corporation.)

(b) Partnership

Name, signature, and addresses of all Partner

The partnership does business under the legal name of _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

(c) Sole Proprietor

The Respondent is a Sole Proprietor whose full name is _____.

If the Respondent is operating under a trade name said trade name is _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

Signed _____

Sole Proprietor



Attachment I.

RESPONDENT CERTIFICATION

_____, as part of its bid on a contract for
(name of Respondent)

statement of qualifications (SOQ) from multi-disciplined architectural / engineering consultants as eligible to submit on proposals with the Village for on-call professional engineering services, 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)

Subscribed and sworn to
before me this ___ day
of _____, 2022

(Notary Public)



Attachment II.

TAX COMPLIANCE AFFIDAVIT

_____, being first duly sworn, deposes and says:

that he/she is _____ of
(partner, officer, owner, etc.)

(bidder selected)

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:

(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.

Subscribed and sworn to before me this _____ day of _____, 2022.

Notary Public's Signature

- Notary Public Seal -

Minority Business and Women Business Enterprises Requirements

The Village of Oak Park in an effort to reaffirm its policy of non-discrimination, encourages and applauds the efforts of bidders and subConsultants in taking affirmative action and providing Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

Reporting Requirements

The following forms must be completed in their entirety, notarized and included as part of the statement of qualification document. Failure to respond truthfully to any question on the list or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of your statement of qualifications.



Attachment III.

ORGANIZATION OF BIDDING FIRM

Please fill out the applicable section:

A. Corporation:

The Consultant is a corporation, legally named _____ and is organized and existing in good standing under the laws of the State of _____. The full names of its Officers are:

President _____

Secretary _____

Treasurer _____

Registered Agent Name and Address: _____

The corporation has a corporate seal. (In the event that this Bid 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.)

B. Sole Proprietor:

The Consultant is a Sole Proprietor. If the Consultant does business under an Assumed Name, the

Assumed Name is _____, which is registered with the Cook County Clerk. The Consultant is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

C. Partnership:

The Consultant is a Partnership which operates under the name _____

The following are the names, addresses and signatures of all partners:

Signature

Signature

(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.

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

Signature of Owner



Attachment IV. **Compliance Affidavit**

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

1. I am the (title) _____ 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 Qualifications 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 affiliates¹ 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.

¹ 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 _____

Name of Business: _____ Your Title: _____

Business Address: _____

(Number, Street, Suite #)

(City, State & Zip)

Telephone: _____ Fax: _____ Web Address: _____

Subscribed to and sworn before me this _____ day of _____, 2022.

Notary Public

M/W/DBE STATUS AND EEO REPORT

1. Consultant Name: _____

2. Check here if your firm is:

Minority Business Enterprise (MBE) (A firm that is at least 51% owned, managed

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 this Bid. For assistance in completing this form, contact the Department of Public Works at 708-358-5700.

and controlled by a Minority.)

Women’s Business Enterprise (WBE) (A firm that is at least 51% owned, managed and controlled by a Woman.)

Owned by a person with a disability (DBE) (A firm that is at least 51% owned by a person with a disability)

None of the above

[Submit copies of any W/W/DBE certifications]

3. What is the size of the firm’s current stable work force?

_____ Number of full-time employees

_____ Number of part-time employees

4. Similar information will be requested of all subConsultants working on this agreement. Forms will be furnished to the lowest responsible Consultant 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: _____

Date: _____

EEO REPORT

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this proposal. An incomplete form will disqualify your proposal. For assistance in completing this form, contact the Purchasing Department at 708-358-5473.

An EEO-1 Report may be submitted in lieu of this report

Consultant Name _____

Total Employees _____

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 Affidavit of Compliance. Failure to include it with your Proposal will be disqualify you from consideration.

_____, being first duly sworn, deposes and says that he/she is the _____
 (Name of Person Making Affidavit) (Title or Officer)

of _____ and that the above EEO Report information is true and accurate and is submitted with the intent that it

be relied upon. Subscribed and sworn to before me this _____ day of _____, 2022.

 (Signature) (Date)



Attachment V. No Proposal Explanation

If your firm does not wish to submit qualifications, please provide us with Attachment V and include in the space below any comments you may have concerning this proposal or any related factors that prevented you from submitting a response.

Project Name: *Request for Qualifications for On-Call Professional Architectural /
Engineering Services Contract*

Date Issued: December 7, 2022

Comments: