



ORDINANCE NO. 1944-19

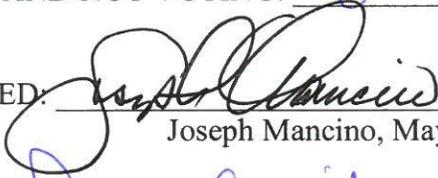
**AN ORDINANCE AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES AND SITE ANALYSIS IN RELATIONSHIP TO THE MEADOWLARK PARK AND ARBORETUM PROJECT WITH CHRISTOPHER BURKE ENGINEERING**

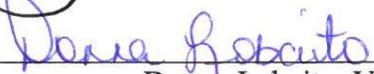
BE IT ORDAINED by the Mayor and Board of Trustees of the Village of Hawthorn Woods, Illinois, that the Mayor and Chief Operating Officer be, and the same are, hereby authorized and directed to execute an agreement with the **Christopher Burke Engineering**, in substantially the form attached hereto as Exhibit "A," and, by this reference, made a part hereof. The foregoing Ordinance was adopted by the Village Board of Hawthorn Woods, Illinois on April 22, 2019:

AYES: Hauer, Basik, Rizzo, Corrigan, DiMaggio, David

NAYS: 0

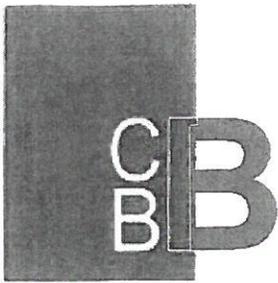
ABSENT AND NOT VOTING: 0

APPROVED:   
Joseph Mancino, Mayor

ATTEST:   
Donna Lobaito, Village Clerk

ADOPTED: April 22, 2019

APPROVED: April 22, 2019



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

March 29, 2019  
**REVISED April 8, 2019**

Village of Hawthorn Woods  
2 Lagoon Drive  
Hawthorn Woods, IL 60047

Attention: Pamela Newton, Chief Operating Officer

Subject: Proposal for Professional Engineering Services  
Meadowlark Park Site – Existing Site Analysis  
Village of Hawthorn Woods, Lake County, IL

Dear Ms. Newton:

CBBEL is pleased to provide this proposal for professional engineering services related to the proposed Meadowlark Park Site located in the Village of Hawthorn Woods. Included in this proposal is our Understanding of Assignment, Scope of Services, and Fee Estimate.

**UNDERSTANDING OF THE ASSIGNMENT**

It is our understanding that the Village wishes to construct a passive park site on Meadowlark Drive in Hawthorn Woods, IL. The site contains the existing detention basin for the Lake Lorraine Estates – Unit 1. The detention basin contains wetlands per the Lake County wetland mapping. It also has experienced drainage problems in the past. The purpose of this proposal will be to perform an existing topographic survey and wetland delineation for the site. The results will be discussed with the Village and the team responsible for the design of the proposed park.

**SCOPE OF SERVICES**

**Task 1 – Topographic Survey:** Thomson Surveying, Ltd. (TSL) will locate all visible improvements within the subject areas. TSL will locate all curb, edge of pavement, sidewalks, TSL will also locate all visible manholes within the subject areas with rim and invert elevations. Cross-sections shall also be obtained at 50-foot intervals. Trees 4" and greater DBH will be located. All topographic information will be obtained using Illinois State Plane coordinate system, and NAVD 88 vertical.

**Task 2 - Field Reconnaissance:** An investigation of the project site will be completed to delineate the limits of wetlands and waters of the United States present. The delineation will be completed based on the methodology established by the U.S. Army Corps of Engineers (USACE). In addition, during the site visit, wildlife and plant community qualities will be assessed. The limits of any wetland community will be field staked so that they can be professionally surveyed by others in relation to the project

coordinate system. We also will locate the delineated boundaries using a submeter accuracy handheld GPS unit.

**Task 3 –Letter Report:** The results of the field reconnaissance will be summarized in a letter report suitable for project permitting with the USACE and Lake County. The wetlands' generalized quality ratings, according to the Swink and Wilhelm Methodology (1994), will be included along with exhibits depicting the approximate wetland and project boundaries, National Wetland Inventory, Soil Survey, floodplain, USGS topography, site photographs and their locations, and the USACE Routine On-Site Data Forms. If the delineation is field surveyed, that will be used as our base wetland boundary map, otherwise we will use the best available aerial photograph.

**Task 4 – Request for Jurisdictional Determination and Boundary Confirmation:** CBBEL will prepare and submit a request for a Jurisdictional Determination to the Lake County SMC to determine the jurisdictional status of any identified wetland areas. CBBEL staff will also contact Lake County to request and attend a wetland boundary confirmation site visit.

**Task 5 – Meetings:** CBBEL will meet with Village staff and the design team to discuss the results of the survey and wetland assessment.

It should be noted that this proposal does not include geotechnical borings, which will likely be required for future development of the park site. These will be completed during the design phase of the project once the location of park equipment is further developed.

#### **ESTIMATE OF FEE**

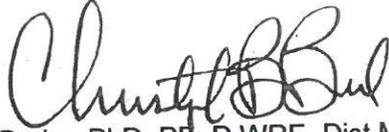
CBBEL estimates the following fees for the tasks described above.

<b><i>TASK</i></b>	<b><i>DESCRIPTION</i></b>	<b><i>FEE</i></b>
1	Topographic Survey	\$2,975
2	Field Reconnaissance	\$1,200
3	Letter Report	\$2,800
4	Request for Jurisdictional Determination and Boundary Confirmation	\$1,000
5	Meetings	\$1,200
<b><i>TOTAL</i></b>		<b><i>\$ 9,175</i></b>

We will bill you at the hourly rates specified in our previously agreed upon Schedule of Charges and establish our contract in accordance with the previously agreed upon General Terms and Conditions. Direct costs for blueprints, photocopying, mailing, overnight delivery, messenger services and report compilation are included in the Estimated Fee. We will not exceed the fee without written permission of the client. The General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services.

Please sign and return one copy of this proposal as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE  
President

THIS PROPOSAL ACCEPTED FOR THE VILLAGE OF HAWTHORN WOODS:

BY:



TITLE:

Mayor

DATE:

4/22/19

DTO/sll  
N:\PROPOSALS\ADMIN\2019\Hawthorn Woods\_Meadowlake Drive Site\_032919 Revised 040819.doc