



**AGENDA ITEM # 5**

**AGENDA ITEM EXECUTIVE SUMMARY  
Committee of the Whole Meeting  
February 24, 2020**

**Item Title:** Walker Consultants Consulting Services Proposal

**Staff Contact:** Patrick N. Watkins, Community Development Director

**COMMITTEE OF THE WHOLE ACTION**

**Consider a staff recommendation to retain the professional consulting services of Walker Consultants for review of the parking garage associated with the Avgeris and Associates, Inc. East Irving Park Road development project.**

**Executive Summary:**

The Avgeris and Associates, Inc. proposed East Irving Park Road apartment complex development project includes the construction of a five story parking garage to service the apartments and to make up the parking spaces lost in the Metra train station commuter parking lot land swap. Upon completion of the parking garage, the Village of Roselle will purchase the parking garage from Avgeris. As the private sector will be constructing the garage, staff recommends the Village retain the professional services of a third-party consultant with expertise specific to review of the garage concept, construction plans, and inspections of the garage throughout construction and final acceptance by the Village. As it will be a Village asset upon completion, it is imperative that we ensure the parking garage has been thoroughly reviewed and inspected by experts such as Walker Consultants.

Walker Consultants is a global consulting firm with a local office that, in part, specializes in parking structures. Their clientele includes both public and private sectors, such as local governments, universities, hospitals, and airports. They are a very well respected firm in the niche field of parking design.

Attached is their proposed scope of work and associated costs. The firm will oversee every aspect of the garage construction portion of the project from its initial review to its final acceptance by the Village for a total proposed cost of \$46,800. This includes review of the design and proposed materials. Choices made in the design of the structure can impact the short and long-term maintenance of the structure. As the Village will be responsible and own the parking structure, we will want to ensure that the product is designed and constructed in a sensible manner. Costs incurred as a result of retaining the services of Walker Consultants are a TIF District eligible expenditure.

**Implications:**

**Is this item budgeted?** No, however the fees incurred from Walker Consultants consulting services will be expensed to the new East Irving Park Road TIF District Fund.

**Any other implications to be considered?** None

**Attachments:**

Walker Consultants Proposal



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February 7, 2020

Mr. Patrick N. Watkins  
Community Development Director  
Village of Roselle  
31 S. Prospect Street  
Roselle, IL 60172

*Re: Proposal for Consulting Services  
Lawrence & Irving Development  
Roselle, Illinois*

Dear Mr. Watkins:

Thank you for the opportunity to submit this proposal for consulting services relative to the design of the parking structure serving the proposed Lawrence & Irving development located in Roselle, Illinois. We based our proposal on our recent meeting and the conceptual drawings by BSB Design dated September 24, 2019.

## **PROJECT UNDERSTANDING**

We understand the proposed development is located on the block roughly bound by Lawrence Avenue to the north, West Irving Park Road to the west, Metra rail to the south, and Rose Drive W. to the east. The development includes a 5-story residential building and a 5-story precast, prestressed concrete parking structure. The parking structure will be located immediately east of the residential building and provide parking for approximately 500 vehicles. All levels of the parking structure will be constructed above grade with access into and out of the facility from Lawrence Avenue at the north and an adjacent surface parking lot to the south. Users of the facility will include residents, commuters, and general public.

We have provided a scope of services and lump sum fee proposal for Walker Consultants (Walker) to provide consulting services as an owner's representative for the schematic design through construction phases of the project. The services to be provided by Walker are outlined in the section entitled "Scope of Services". The professional fees and expenses are described in the section entitled "Professional Fees". We understand Walker will be a consultant to the Village of Roselle (the "Village") and anticipate a subconsultant agreement will be prepared for our review and mutual execution.

## **SCOPE OF SERVICES**

### **SCHEMATIC DESIGN**

#### **FUNCTIONAL DESIGN**

- A. Meet with the Project Team to review the program requirements including number, user types, vehicular access, roadway connections, and other special conditions.
- B. Review the Village of Roselle building code and zoning ordinance as they relate to off-street parking.

- C. Obtain and review available master plan studies, traffic studies, reports, surveys, and other plans pertinent to the functional design of the parking structure.
- D. Perform up to three (3) reviews of functional schematic design drawings prepared by others and provide comments relative to parking related issues. Comments will be delivered in red-marked PDF format and address the following:
  - 1. Location, number, and layout of entrance and exit lanes.
  - 2. Internal traffic flow.
  - 3. Parking stall layout, including accessible parking.
  - 4. Bay size and parking stall size.
  - 5. Ramp locations, general slopes, transitions, and clearance requirements.
  - 6. Pavement marking recommendations.
  - 7. Vehicle turning movements.
  - 8. Interface with stair and elevator towers and adjacent use access points.
  - 9. Nested user group areas and/or designated parking areas.

#### *DURABILITY CONSULTING*

- A. Review alternate options for enhancing the long-term durability of the parking structure such as concrete admixtures, epoxy coated reinforcing, concrete sealers, expansion joints, and traffic bearing membranes.
- B. Prepare a life-cycle cost analysis to compare and evaluate proposed durability enhancements and assist the Village in establishing an annual maintenance fund on a cost per parking space or cost per square foot basis.
- C. Review general slopes of parking and drive areas relative to drainage.

#### *GENERAL*

- A. Attend up to four (4) Project Team meetings, as requested, during schematic design.
- B. Participate in conference calls, as requested, during schematic design.

#### *DESIGN DEVELOPMENT*

##### *FUNCTIONAL DESIGN*

- A. Meet with the Village and Project Team to review any modifications to the scope of the project.
- B. Perform one (1) review of functional design development documents illustrating striping layout and details prepared by others. Comments will be delivered in red-marked PDF format.

#### *DURABILITY CONSULTING*

- A. Review floor elevations and general slopes of parking and drive areas relative to drainage. We anticipate floor elevations at the face of each column will be provided by others.

#### *GENERAL*

- A. Attend up to two (2) Project Team meetings, as requested, during design development.
- B. Participate in conference calls, as requested, during design development.

#### *CONSTRUCTION DOCUMENTS*

##### *FUNCTIONAL DESIGN*

- A. Perform one (1) review of functional construction documents illustrating striping layout and details prepared by others. Comments will be delivered in red-marked PDF format.

### PEER REVIEW

- A. Perform one (1) peer review (architectural, structural, mechanical, electrical, plumbing, and fire protection) of the construction documents, including drawings and specifications (concrete and above grade waterproofing sections only), for general compliance with the Current Village Municipal Code (including adopted building codes) and general conformance against industry standards, Walker design practices, and recommendations presented in the American Concrete Institution (ACI) publications referencing the design of durable parking structures.
- B. Perform one (1) peer review of the structural design calculations prepared by the structural engineer of record for building code general compliance and general conformance to applicable parking structure design standards published by ACI and the Prestressed Concrete Institute.
- C. Provide an outline of the peer review comments to the Village.

### GENERAL

- D. Participate in one (1) Project Team meeting, as requested, to review our findings and recommended modifications to the construction documents.

Note: Since Walker is not the Architect or Engineer of Record for the design and contract documents, we assume no liability for errors and omissions and shall be indemnified and held harmless from all claims and/or alleged claims against the design professionals responsible for this project. We do not guarantee our reviews guard the Village against errors and omissions and/or deficiencies in design.

### CONSTRUCTION

- A. Perform a total of four (4) site visits during construction of the parking structure. A report will be issued following each visit describing our observations. We anticipate the following site visits:
  1. One (1) site visit to observe foundation construction.
  2. Two (2) visits to observe precast concrete erection.
  3. One (1) visit to perform a punchlist walkthrough.

### PROFESSIONAL FEES

We propose to perform the consulting services described in the previous section entitled "Scope of Services" for the lump sum fee of Forty-Six Thousand Eight Hundred Dollars (\$46,800.00) plus customary reimbursable expenses in accordance with the attached General Conditions of Agreement for Consulting Services. Following is a breakdown of our fee by project phase.

Project Phase	Professional Fee
Schematic Design	\$13,400
Design Development	\$5,000
Construction Documents	\$22,400
Construction	\$6,000
<b>Total</b>	<b>\$46,800</b>



**ADDITIONAL SERVICES**

The following are not included in our scope of services and can be provided as an additional service.

1. Functional reviews over the number stated in the scope of services.
2. Attendance at meetings over the number stated in the scope of services.
3. Site visits over the number stated in the scope of services.

Walker is dedicated to providing our clients with consulting services that meet or exceed project requirements. To achieve this goal, we are available to review this proposal with you at your convenience and adapt the scope of work as deemed necessary.

We appreciate the opportunity to be of service to the Village of Roselle and look forward to working with you on this project.

Respectfully submitted,

WALKER CONSULTANTS

David W. Ryan, P.E.  
Senior Vice President

**AUTHORIZATION**

Trusting this proposal meets request, we ask that you sign in the space below to acknowledge your acceptance of the terms contained herein, and to confirm your authorization for us to proceed. Please return one executed copy of this agreement for our records.

**VILLAGE OF ROSELLE**

Accepted by (Signature) \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_

## SERVICES

Walker Consultants (“Walker”) will provide the CLIENT professional services that are limited to the work described in the attached letter (“the services”). Any additional services requested will be provided at our standard hourly rates or for a mutually agreed lump sum fee. The services are provided solely in accordance with written information and documents supplied by the CLIENT, and are limited to and furnished solely for the specific use disclosed to us in writing by the CLIENT. No third-party beneficiary is contemplated. All documents prepared or provided by WALKER are its instruments of service, and any use for modifications or extensions of this work, for new projects, or for completion of this project by others without Walker’s specific written consent will be at CLIENT’s sole risk.

## PAYMENT FOR SERVICES

Walker will submit monthly invoices based on work completed plus reimbursable expenses. Reimbursable expenses will be billed at 1.15 times the cost of travel expenses, purchase or rental of specialized equipment, photographs and renderings, document reproduction, postage and delivery costs, long distance telephone and facsimile charges, additional service consultants, and other project related expenses. Payment is due upon receipt of invoice. If for any reason the CLIENT does not deliver payment to WALKER within thirty (30) days of date of invoice, Walker may, at its option, suspend or withhold services. The CLIENT agrees to pay Walker a monthly late charge of one and one half percent (1½%) per month of any unpaid balance of the invoice.

## STANDARD OF CARE

Walker will perform the services in accordance with generally accepted standards of the profession using applicable building codes in effect at time of execution of this Agreement. Walker’s liability caused by its acts, errors or omissions shall be limited to the fee or \$10,000, whichever is greater.

Any estimates or projections provided by Walker will be premised in part upon assumptions provided by the CLIENT. Walker will not independently investigate the accuracy of the assumptions. Because of the inherent uncertainty and probable variation of the assumptions, actual results will vary from estimated or projected results and such variations may be material. As such, Walker makes no warranty or representation, express or implied, as to the accuracy of the estimates or projections.

## PERIOD OF SERVICE

Services shall be complete the earlier of (1) the date when final documents are accepted by the CLIENT or (2) thirty (30) days after final documents are delivered to the CLIENT.