

June 10, 2016

Mr. Tod Altenburg
Chief School Business Official
Oak Park and River Forest High School
201 North Scoville Avenue
Oak Park, Illinois 60302

Re: Oak Park and River Forest High School
Lake Street Parking Structure Evaluation
Carl Walker, Inc. Proposal #N1-16-115

Dear Mr. Altenburg,

Carl Walker is pleased to submit this proposal to provide professional engineering services to complete an engineering evaluation of the Lake Street Parking Structure on the campus of Oak Park and River Forest High School. The scope of the evaluation will be to assess the current condition of the structure, provide a description of recommended repairs and waterproofing protection, and prepare an estimate of probable construction costs for short-term and long-term repairs.

PROJECT UNDERSTANDING

The Lake Street parking structure is located at the northwest corner of Lake Street and Scoville Avenue in Oak Park, Illinois. It is our understanding that the precast concrete parking structure is owned by the Village of Oak Park, and provides approximately 300 parking spaces for teachers, staff, and visitors.

We understand that Oak Park and River Forest High School (OPRF) is seeking a qualified engineering firm to provide professional engineering services to complete a condition a thorough evaluation of the existing parking structure. The scope of work includes, but is not limited to the evaluation of precast concrete elements, construction joints, stair/elevator towers, and other structural components, in order to provide recommend short and long term remediation to ensure safe and efficient operation of the facilities.



PROJECT APPROACH – EVALUATION

During this phase, we have developed our project work plan to provide the necessary assessment of the structure to identify existing deterioration and to present practical cost effective solutions,

addressing both short-term and long-term repair and maintenance costs. Our proposed scope is as follows:

1.1 Coordination

- A. Establish communication channels for the project. A restoration Project Manager will be assigned as our main point of contact to provide OPRF with one single source of communication.
- B. Conduct an introductory meeting with appropriate OPRF representatives to:
 - 1. Review the goals of the project to assure that the necessary aspects of the study are included.
 - 2. Establish investigation guidelines to minimize interference with the current parking operations during our evaluation. If necessary and more expedient for our review, we will perform our field evaluation work during the evenings or on weekends. We do not anticipate any disruptions to the normal operations of the parking facility.

1.2 Research

- A. Review previous reports and any other parking structure documentation, including original design drawings, specifications, previous repair documents, etc.
- B. Develop an understanding of types of materials used, manufacturers, warranties, age of materials/systems, replacement time frame, and replacement values, etc.
- C. Meet with and interview the appropriate on-site facilities personnel to help understand the recent history of the parking structures. Maintenance history, including the attention given to known problems and existing damage, will be useful in developing long-term repair and protection programs.

1.3 On-site Evaluation

- A. Review the structural components general structural condition of each garage, including concrete columns, floor slabs (top and bottom side of structural floors), curbs, beams, walls, and structural connections.
- B. Review the structure to determine quantities and locations of items of deterioration, such as delaminations, cracking, scaling, and spalling of concrete structural elements. This would include a chain drag mechanical sounding of representative areas of floor surfaces to identify spalled/delaminated concrete. Sounding of other elements including soffits, vertical surfaces, beams, columns etc. would be completed, as necessary, to estimate quantities.
- C. Review the existing joint sealants, expansion joints, and waterproofing coatings.
- D. Review parking stall striping and deck markings.
- E. Perform a limited code review for general conformance, including architectural elements, ADA, and similar. If any issues are identified, a more thorough review may be warranted.

- F. Review the plumbing and floor drains (drainage system) and related infrastructure to determine general condition.
- G. Review the electrical systems, lighting systems, and surveillance systems (as applicable) for general condition. A review of system operations is not included.
- H. Notify OPRF and the Village if any safety concerns are identified.

1.3.1 Material Testing

Material testing to determine the chloride ion content in the concrete slabs will be performed to assess the potential for corrosion related deterioration. This test will be performed at 5 locations, as well as a baseline location where exposure to chlorides is not anticipated. The results should provide insight into the level of chloride contamination in the existing precast concrete and cast-in-place washes, and will be useful in projecting the remaining service life of the parking structure. The information obtained from this testing would not be able to be determined by visual examination.

If conditions are identified in the field that require additional testing, a request for these services will be provided.

1.4 Parking Structure Report

- A. A written report, with photographs, will be provided in a bound report format. The report will:
 - 1. Summarize the research and review of each garage.
 - 2. Develop a comprehensive work-item list of recommended repairs requiring immediate attention and long-term repairs scheduled for the next 10 years.
 - 3. Provide a detailed cost estimate of construction costs for the recommended repairs and improvements, including soft costs for engineering and administration.
 - 4. Identify the anticipated remaining service life of the structure based on recommendations.
- B. A draft report will be provided for review.
- C. A meeting or conference call will be conducted with OPRF to review the draft reports.
- D. Report will be finalized, incorporating all review comments.

SCHEDULE

After we receive authorization to proceed, we will closely coordinate the project schedule with you to minimize interference with parking operations. We anticipate performing the field evaluation within 2 weeks of authorization. If materials testing is required, an additional 2 weeks would be added to the schedule. Following field work and testing, an engineering report will be submitted in 2 to 3 weeks.

PROFESSIONAL FEES

We propose to provide Engineering services for the condition assessment of the Lake Street Parking Structure on a fixed fee basis, plus reimbursable expense basis. Services will be invoiced monthly in accordance with *Carl Walker's* Construction Standard Terms and Conditions (attached) commensurate with the work performed in the prior month. Reimbursable expenses for each phase include normal travel, shipping, and reproduction.

CARL WALKER, INC. FEES AND EXPENSES

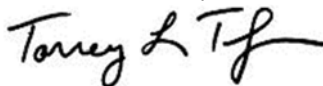
Work Task	Professional Fee	Expenses
Engineering Evaluation of the Lake Street Parking Structure	\$6,500	\$300
Materials Testing – Chloride Ion Testing (5 samples)	\$400	\$1,700
Evaluation Fee Total:	\$6,900	\$2,000

Trusting that this proposal and letter form of agreement meets with Oak Park and River Forest High School's acceptance, please have it executed where indicated below to serve as our agreement for these services.

We are excited about the opportunity to work with OPRF on this project. Please let us know if you have questions, or require additional information.

Sincerely,

CARL WALKER, INC.



Torrey Thompson
 Managing Principal

Attachments:
 Exhibit A – Carl Walker, Inc. Standard
 Terms and Conditions

<p>ACCEPTED BY: Oak Park and River Forest High School</p> <hr/> <p>Signature</p> <hr/> <p>Printed Name</p> <hr/> <p>Title</p> <hr/> <p>Date</p>

CARL WALKER, INC. TERMS AND CONDITIONS

Performance: *Carl Walker, Inc.* and its employees will strive to exercise the degree of skill and care expected by customarily accepted good engineering practices and procedures. No other warranties, expressed or implied, are made with respect to *Carl Walker's* performance, unless agreed to in writing. *Carl Walker* is not a guarantor of the project to which its services are directed, and its responsibility is limited to work performed for the Client. *Carl Walker* is not responsible for acts or omissions of the Client, nor third parties not under its direct control.

Access To Site: Unless otherwise stated, *Carl Walker* will have access to the project site for activities necessary for the performance of the services. *Carl Walker* will take precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage.

Fees: Fees are accrued on an hourly basis, unless other arrangements are established. No increase in rate for overtime. No charges for travel time of professional staff outside of normal workday unless time is productive. Technicians may charge up to 2 hours on weekdays for travel outside of normal workday, or up to 4 hours per day for travel on weekends. The total fee, if stated, shall be understood to be an estimate, and shall not be exceeded by more than ten percent without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

Expenses: Subsistence and out-of-pocket expense incurred for travel, lodging, and meals; reproduction and shipping; etc. Cost + 15%
 Company or personal cars – .62/mi Company trucks or vans – .62/mi
 Telephone expenses shall be billed at ½ of labor fees

Equipment Usage: Approximately equal to 1% of the replacement cost per day, subject to adjustment for minimum or extended usage.

Outside Consulting, Testing, or Subcontracted Services: Cost plus 10% if Consultant has at least \$500,000 Professional/General Liability Insurance, otherwise 20%. Consultants' transportation, subsistence, and out-of-pocket expenses plus 15%.

Billings/Payments: Invoices for *Carl Walker's* services shall be submitted, at *Carl Walker's* option, either upon completion of such services or on a monthly basis. Invoices shall be due and payable by the last day of the month following the month when the invoice was mailed. If the invoice is not paid when due, *Carl Walker* may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice.

Late Payments: Accounts unpaid by the last day of the month following the month when the invoice was mailed will be subject to a monthly service charge of 1% on the then unpaid balance (12% true annual rate). In the event any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

Storage: Material samples not consumed in our work may be discarded 30 days after submission of the test report unless the Client requests other disposition. Charges may be made, after notification, for extended storage of materials, records, or equipment.

Safety: Field work will be performed only under safe conditions. Charges may be made for safety or security measures required by hazardous job conditions.

Insurance: The primary coverages provided by *Carl Walker* are \$1,000,000 for general liability, \$500,000 for automobile liability, \$500,000 for workers' compensation, and \$1,000,000 for professional liability. Umbrella coverage of \$1,000,000 applies to general and automobile liability only. Coverage is subject to annual renewal.

Indemnification: The Client shall indemnify and hold harmless *Carl Walker* and all of its personnel from and against any and all claims, damages, losses, and expenses (including reasonable attorney's fees) arising out of or resulting from the performance of the services, to the extent that any such claim, damage, loss, or expense is caused by the negligent act, omission, and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except *Carl Walker*), or anyone for whose acts any of them may be liable.

Hazardous Materials: *Carl Walker* shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

Risk Allocation: In recognition of the relative risks, rewards, and benefits of the project to both the Client and the Firm, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, *Carl Walker's* total liability to the Client for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from any cause or causes, shall not exceed *Carl Walker's* fee or \$50,000, whichever is greater. Such causes include, but are not limited to, *Carl Walker's* negligence, errors, omissions, strict liability, or breach of contract or breach of warranty.

Termination of Services: This agreement may be terminated by the Client or *Carl Walker* should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay *Carl Walker* for all services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

Ownership of Instruments of Service: All reports, drawings, specifications, CADD files, field data, notes and other documents and instruments prepared by *Carl Walker* as instruments of service shall remain the property of *Carl Walker*. The Client understands that changes or modifications to the documents made by anyone other than *Carl Walker* may result in adverse consequences which *Carl Walker* can neither predict nor control. Therefore, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify *Carl Walker* from and against all claims, liabilities, losses, damages, and costs, including, but not limited to, attorney fees arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by the Client or others of the documents provided by *Carl Walker* under the agreement.

Applicable Laws: Unless otherwise specified, this agreement shall be governed by the laws of the state in which the *Carl Walker* office is located.

Mediation: In an effort to resolve any conflicts that arise during the design or construction of the project or following the completion of the project, the Client and *Carl Walker* agree that all disputes between them arising out of or relating to this agreement shall be submitted to non-binding mediation unless the parties mutually agree otherwise.