

RESOLUTION 2014 - 056

A RESOLUTION AUTHORIZING APPROVAL OF A CONSULTING SERVICES CONTRACT WITH ROLF C. CAMPBELL & ASSOCIATES FOR PLANNING AND ZONING REVIEWS OF PROPOSED DEVELOPMENT PROJECTS FOR THE VILLAGE OF VERNON HILLS

WHEREAS, the Village also previously worked with Rolf C. Campbell & Associates, Inc. to review the potential land use options for the vacant properties generally located on the east side of Aspen Drive near the Sullivan Center; and

WHEREAS, Rolf C. Campbell & Associates, Inc. has previously assisted Village Staff in the preparation of the Village's Comprehensive Plan making Rolf C. Campbell & Associates, Inc. uniquely qualified to provide land use and development review service to the Village of Vernon Hills; and

WHEREAS, the consulting services contract with Rolf C. Campbell & Associates, Inc. will provide for the review of land uses and developments applying for Zoning Map Amendments, Zoning Variations, Special Uses, and other similar zoning and/or development related applications; and

WHEREAS, the consulting services contract with Rolf C. Campbell & Associates, Inc. will also provide for review of Site Plans, Landscape Plans, and other submission documents that may relate to previous Village approvals such as but not limited to PUD Agreements, Annexation Agreements, previous Zoning approvals for Special Uses, Variations or other previous approvals.

NOW THEREFORE BE IT RESOLVED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF VERNON HILLS, LAKE COUNTY, ILLINOIS:

That subject to Village Attorney review and approval, the Village Manager is authorized to execute a contract to commit the Village to make payments to Rolf C. Campbell & Associates, Inc. for a consulting services contract for planning and zoning reviews of proposed development projects.

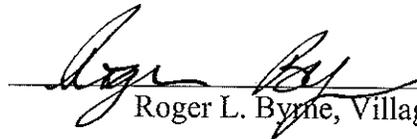
Dated the 15th day of April 2014

Adopted by roll call vote as follows:

AYES: 6 – Koch, Schwartz, Schultz, Hebda, Marquardt, Williams

NAYS: 0 - None

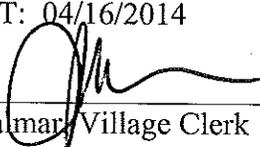
ABSENT AND NOT VOTING: 0 - None


Roger L. Byrnie, Village President

PASSED: 04/15/2014

APPROVED: 04/15/2014

ATTEST: 04/16/2014


John Kalmar, Village Clerk

ROLF C. CAMPBELL & ASSOCIATES

A MANHARD CONSULTING DIVISION



Planners

Civil Engineers

Surveyors

Water Resources Engineers

Water & Wastewater Engineers

Construction Managers

Environmental Scientists

Landscape Architects

March 31, 2014

John Kalmar, AICP
Village Manager
Village of Vernon Hills
290 Evergreen Drive
Vernon Hills, Illinois 60061-2999
Sent via email: johnk@vhills.org

Dear Mr. Kalmar:

Pursuant to our telephone conversations on March 21th and March 28th, Rolf C. Campbell & Associates/Manhard Consulting, Ltd. (RCCA/MC) is pleased to present this proposal for Consulting Services for planning and zoning reviews of proposed development projects for the Village of Vernon Hills. Our primary role will be to provide technical assistance in reviewing proposed developments from a planning and zoning perspective in cooperation with Village Staff. Having previously assisted the Village Staff in the preparation of the Village's Comprehensive Plan we expect to be able to expeditiously begin reviews of the various development proposals that may be presented to the Village. Also with our office being located in the Village of Vernon Hills our Staff can be available to meet with Village Staff in a very short time interval.

Per our recent conversation we understand that the Village will have a new Village Staff member that will be starting in April to fill the Assistant Village Manager/Director of Community Development position, Mr. Joe Carey. We worked on a zoning, site plan and landscape plan project for a private applicant in another community where Mr. Carey was involved in the review process for that community. We feel that we had a positive experience in the professional relationship with Mr. Carey on that project, and we look forward to working with you and Mr. Carey as our primary Village Staff contacts for our review services. Pursuant to the request of Village Staff, we will also be available to assist in the presentation of the planning and zoning review findings to the Village Plan Commission and/or the Village Board.

RCCA/MC Planning Division Staff And Hourly Rates:

We anticipate the majority of the work on our part will be completed by Al Maiden, Director of Community Development (Hourly rate \$105.00/Hour) and Jeramiah Yeksavich, Senior Planner (Hourly rate \$95.00/Hour). Other RCCA/MC professionals that may be involved in the planning and zoning reviews may include Senior Planners/Landscape Architects (Hourly rate \$95.00/Hour) and Planners/Landscape Designers (Hourly Rates \$75.00/ hour). Per our previous work with the Village of Vernon Hills, RCCA/MC understands that the Village may have professional GIS staff available and per request, we will look to work cooperatively with the Village GIS staff professional on any exhibits that may be needed to illustrate the findings of a planning and zoning review.

Scope of Services:

The following is a summary list of example work items that RCCA/MC can be available to perform subject to the request of Village Staff:

1. Review of land uses and developments applying for Zoning Map Amendments, Zoning Variations, Special Uses, and other similar zoning and/or development related applications in consideration of the following;

- a. Relationship to the Villages Comprehensive Plan and other plans of the Village;
- b. Relationship to the Villages Zoning Ordinance;
- c. Relationship to the Villages Landscape Regulations;
- d. Relationship to the Villages Appearance Review guidelines.

2. Review Site Plans, Landscape Plans, and other submission documents that may relate to previous Village approvals such as but not limited to PUD Agreements, Annexation Agreements, previous Zoning approvals for Special Uses, Variations or other previous Village approvals.
Schedules and Procedures

We are prepared to start providing services at any time upon receiving copies of submissions from Village Staff with a request for our office to review the submission documents provided. As we proceed with our review we will coordinate with Village Staff on any questions that we may have regarding the submissions, and RCCA/MC Planning Professionals will not contact the Applicant's or their representatives or others without direction from Village staff. Upon completion of our initial review, we will prepare a summary review memorandum that will only be sent to Village Staff for review and comments, and again, RCCA/MC Planning Professional will not send a copy of our initial review to anyone else unless directed by Village Staff. Based on the review and comments by Village Staff, RCCA/MC Planning Professional will prepare refinements to technical aspects of our summary review memorandum and send any refinements to Village Staff for the Village Staff's use and/or distribution to others as Village Staff may find appropriate.

EMM JY
April 16, 2014

The terms of the attached "General Terms & Conditions" dated ~~March 1, 2010~~, which the Client hereby acknowledges receiving, are incorporated and made part of this Proposal. If the above is acceptable, please have this proposal executed.

Thank you again for the opportunity to submit this proposal. If you have any questions, please feel free to contact us.

Yours truly,
 ROLF C. CAMPBELL & ASSOCIATES/MANHARD CONSULTING, LTD.

E.M. "Al" Maiden
 E.M. "Al" Maiden, AICP
 Director of Community Development

Jeremiah Yekovich
 Jeremiah Yekovich, AICP
 Senior Planner

EM/JY

ACCEPTED: **VILLAGE OF VERNON HILLS**

By: *[Signature]*
 (Authorized Representative)

John M. Kalman
 (Printed Name)

Title: Village Manager

Date: 5/2/14

Rolf C. Campbell & Associates
 910 Woodlands Parkway • Vernon Hills, Illinois 60061
 tel: 847.735.1000 • fax: 847.634.0095 • www.rccai.com
 CALIFORNIA • COLORADO • ILLINOIS • NEVADA

GENERAL TERMS AND CONDITIONS

April 16, 2014

The Persons signing this Agreement represent and warrant that they have the authority to sign this Agreement.

This Agreement is to be governed by the laws of the State of Illinois and venue shall be in the Nineteenth Judicial Circuit of Lake County Illinois.

The Village agrees to provide Rolf C. Campbell & Associates with such site information and submission documents as may be needed to enable Rolf C. Campbell to perform its services related to the requested planning and zoning reviews. Rolf C. Campbell & Associates will not accept submission documents from others, and all submission documents must be submitted to the Village for the Village to forward the submission documents to Rolf C. Campbell & Associates. Rolf C. Campbell & Associates will not be responsible for omissions due to not receiving copies of all submission documents from the Village.

Rolf C. Campbell & Associates may rely on the accuracy and completeness of any information furnished to Rolf C. Campbell & Associates. Rolf C. Campbell & Associates will attempt to summarize any inaccuracies or inconsistencies that may be noted as part their planning and zoning review in the copies of the submission documents prepare by others.

Invoices are due within 45 days of rendering.

Reimbursable expenses shall be paid to Rolf C. Campbell & Associates at cost with no surcharge added.

If any clause or provision of this Agreement is determined to be illegal, invalid or unenforceable by any court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby and shall remain in full force and effect.

Rolf C. Campbell & Associates will perform its services in accordance with a manner consistent with the level of care and skill ordinarily exercised by other Planning and Design Professionals in the greater Chicago-land area.

Each Party may terminate this Agreement by giving the other party at least thirty (30) days prior written notice. Upon receipt of such notice of termination, Rolf C. Campbell & Associates shall cease work and shall be paid for the time period through the effective date of termination.