

AGREEMENT BETWEEN THE VILLAGE OF PALOS PARK AND THE  
CHICAGOLAND BICYCLE FEDERATION

This Agreement made and entered into this 27<sup>th</sup> day of October, 2008, by and between the VILLAGE OF PALOS PARK, an Illinois municipal corporation (hereinafter the "Village"), and the Chicago Bicycle Federation, Cook County, Illinois.

WITNESSETH

WHEREAS, the Chicago Bicycle Federation agrees to perform services as outlined in the scope of work on Exhibit "A" attached hereto and made part hereof. The project scope of work includes the planning of a multi-use bicycle, pedestrian and equestrian trail throughout the Village of Palos Park for an amount not to exceed \$4,954.57.

IN WITNESS WHEREOF, the parties hereto, having been first duly authorized by appropriate Resolution of their respective corporate bodies, have executed this Agreement in duplicate.

By:

Joe F. Mahony  
Mayor

[Signature]  
Chicago Bicycle Federation

Attest:

Carol A. Brynson  
Clerk

Attest: [Signature]

Date:

11/10/08

Date:

12/1/2008

## PALOS PARK BIKE PLAN

1. RECIPIENT Palos Park		2. ASSISTANCE IDENTIFICATION NO.	
3. NAME OF CONTRACTOR OR SUBCONTRACTOR Chicagoland Bicycle Federation		4. DATE OF PROPOSAL August 19, 2008	
5. ADDRESS OF CONTRACTOR OR SUBCONTRACT (Include Zip Code) Chicagoland Bicycle Federation 9 W. Hubbard St. Suite 402 Chicago, IL 60610		6. TYPE OF SERVICE TO BE FURNISHED Palos Park Bicycle Plan	
TELEPHONE NUMBER (Include Area code) (312) 427-3325			

  

7. DIRECT LABOR (Specify labor categories)	ESTIMATED HOURS	HOURLY RATE	ESTIMATED COST	TOTALS	
Project Manager	5	31.25	\$156.25		
Southland Coordinator	34	19.90	\$676.60		
Bicycle Planner	38	19.23	\$730.74		
Bikeways Traffic Engineer	0	22.12	\$0.00		
Communications Director	6	18.25	\$109.50		
0	0	0.00	\$0.00		
0	0	0.00	\$0.00		
<b>DIRECT LABOR SUBTOTAL:</b>					<b>\$1,673.09</b>

  

8. INDIRECT COSTS (Specify indirect cost pools)	RATE	X BASE =	ESTIMATED COST	TOTALS
Overhead	1.80	\$1,673.09	\$3,011.56	
<b>INDIRECT COSTS TOTAL:</b>				

  

9. OTHER DIRECT COSTS				TOTALS	
a.					
1. Mileage	QTY	COST	ESTIMATED COST		
	192	\$0.505	\$96.96		
2. Parking/Other Travel	1	\$38.00	\$38.00		
<b>SUBTOTAL:</b>					<b>\$134.96</b>
b. EQUIPMENT, MATERIALS, SUPPLIES (Specify categories)					
1. Reproduction	1	\$0.00	\$0.00		
2. Postage	0	\$0.00	\$0.00		
3. Other/Website	0	\$0.00	\$0.00		
<b>EQUIPMENT SUBTOTAL:</b>					<b>\$0.00</b>
c. SUBCONSULTANT(S)				<b>\$0.00</b>	
<b>SUBCONSULTANT(S) SUBTOTAL:</b>				<b>\$0.00</b>	
d. OTHER (Specify categories)				<b>\$0.00</b>	
Principal: hours	0	\$0.00	\$0.00		
<b>OTHER SUBTOTAL:</b>				<b>\$0.00</b>	
e. OTHER DIRECT COSTS TOTAL:				<b>\$134.96</b>	

  

10. TOTAL ESTIMATED PRICE	<b>\$4,819.61</b>
11. PROFIT @ (0% due to not for profit status)	<b>0 \$0.00</b>
<b>TOTAL PRICE</b>	<b>\$4,954.57</b>

PALOS PARK BIKE PLAN

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<b>Project Scope</b>		<b>DELIVERABLES</b>	Project Manager	Southland Coordinator	Bicycle Planner	Bikeways Traffic Engineer	Communications Director	Total Hours	Cost	Loaded Cost
<b>Task 1 - Task Force</b>			Carolyn	Steve	Kaio	David	Margo			
1.1	Run 5 meetings of the Bike Plan task force (2 comped)	Meeting record		6	2			8	\$157.86	\$442.01
	Define goals							0	\$0.00	\$0.00
	Establish technical standards and facility selection criteria							0	\$0.00	\$0.00
	Assist public process	Meeting record						0	\$0.00	\$0.00
	Assist review draft products							0	\$0.00	\$0.00
								0	\$0.00	\$0.00
	<b>Subtotal</b>		0	6	2	0	0	8	\$157.86	\$442.01
<b>Task 2 - Conduct Bike Plan Open House</b>										
2.1	Invitations			2 (comped)				0	\$0.00	\$0.00
	Identify and invite key stakeholders including municipality staff, elected officials, bike shops, bike clubs, CBF members, interested citizens							0	\$0.00	\$0.00
2.2	Presentation			4 (comped)				0	\$0.00	\$0.00
	Introduce goals of planning effort and components of bike network							0	\$0.00	\$0.00
	Lead planning charrettes	Meeting Record Preliminary Bikeway Network						0	\$0.00	\$0.00
								0	\$0.00	\$0.00
	<b>Subtotal</b>		0	0	0	0	0	0	\$0.00	\$0.00
<b>Task 3 - Inventory Existing Conditions</b>										
3.1	Research following information on preliminary Bikeway Network: On-street bikeway opportunities			4	2			6	\$118.06	\$330.57
	Off-street bikeway opportunities									
3.2	Research potential Education and Encouragement programs							0	\$0.00	\$0.00
3.3	Geocode on-street data with fields for data above	GIS Shapefile			8			8	\$153.84	\$430.75
	<b>Subtotal</b>		0	4	10	0	0	14	\$271.90	\$761.32
<b>Task 4 - Analyze Existing Data</b>										
4.1	Conduct bikeway feasibility analysis of Task 2 data	Bikeway Feasibility map	0	2	4			6	\$116.72	\$326.82
4.2	Research jurisdiction issues for bikeway network	ROW report			2			2	\$38.46	\$107.69
4.3	Prepare bike network signage, striping and maintenance plan				4			4	\$76.92	\$215.38
4.4	Prioritize project list	Prioritized network plan	1	2	4			7	\$147.97	\$414.32
	<b>Subtotal</b>		0	4	14	0	0	19	\$380.07	\$1,064.20
<b>Task 5 - Present Draft Plan to Public</b>										
5.1	Organize and conduct on-bike tour of network	Bike tour	2	4	2			8	\$180.56	\$505.57
5.2	Organize & conduct 2nd public meeting to present initial findings and get cyclist input on barriers & missing links	Meeting record		4	4			8	\$156.52	\$438.26
	<b>Subtotal</b>		0	8	6	0	0	16	\$337.08	\$943.82
<b>Task 6 - Produce Report</b>										
6.1	Produce draft report including following information: Revised bikeway network plan	Draft plan report		6	2			10	\$197.66	\$553.45
	Education and encouragement programs							0	\$0.00	\$0.00
	Implementation priorities							0	\$0.00	\$0.00
	Implementation strategies							0	\$0.00	\$0.00
	Estimated costs							0	\$0.00	\$0.00
	Funding strategy							0	\$0.00	\$0.00
	Other recommendations							0	\$0.00	\$0.00
6.2	Produce final report	Final report	2	4	4		6	16	\$328.52	\$919.86
								0	\$0.00	\$0.00
								0	\$0.00	\$0.00
	<b>Subtotal</b>		0	12	6	0	6	16	\$328.52	\$919.86

0	5	34	38	0	6	73			
	\$156.25	\$676.60	\$730.74	\$0.00	\$109.50	\$1,873.09	\$1,475.43	\$4,131.20	

Overhead	100.00%	\$56.25	\$35.82	\$34.61	\$39.82	\$32.85		
Profit (Zero, due to not-for profit status)	0.00%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
Loaded Rate	\$0.00	\$87.50	\$55.72	\$53.84	\$61.94	\$51.10		
	\$0.00	\$437.50	\$1,894.48	\$2,046.07	\$0.00	\$306.60		\$4,684.65

**PALOS PARK BIKE PLAN**  
**DIRECT NON-SALARY COST ESTIMATE**  
(Includes only items that are not included in overhead )

1. REPRODUCTION									
Display Boards	0	Display Boards (Plot, Mount, Laminate)				\$100	per Board		\$0
8.5 x 11 Copies (Black and White)	0	Copies/Month X	1	Months X	\$0.10	per Copy			\$0
8.5 x 11 Copies (Color)	0	Copies/Month X	1	Months X	\$0.54	per Copy			\$0
34"x44" Color Plots	0	Copies/Month X	12	Months X	\$50.00	per Copy			\$0
									\$0
2. POSTAGE									
Express Postage									
Small Packages	0	Packages / Month X	12	Months X	\$12	per Package			\$0
Large Packages	0	Packages / Month X	12	Months X	\$25	per Package			\$0
									\$0
3. TRAVEL									
Airfare	0	Trips / Month X	12	Months X	\$0	per Trip			\$0
Rental Car	0	Trips / Month X	12	Months X	\$0	per Trip			\$0
Transit Trip	5	Trips / Month X	1	Months X	\$8	per Trip			\$38
Parking	0	Trips / Month X	12	Months X	\$0	per Trip			\$0
Personal Auto	6	Trips / Month X	1	Months X	32	miles X \$0.505 /mile =			\$97
Lodging	0	Trips X	0	Person X	\$0	per Trip			\$0
Travel Meals	0	Trips X	0	Person X	\$0	per Trip			\$0
									\$135
4. MISCELLANEOUS									
Project Web Site									\$0
Record Public Meetings									\$0
Public Meeting Refreshments									\$0
									\$0
<b>TOTAL</b>									<b>\$135</b>