



Agenda Memo

Crest Hill, IL

Meeting Date: June 27, 2022
Submitter: Jim Marino, City Administrator
Department: Administration
Agenda Item: City Center Building

Summary: The city engaged Harbour Contractors to conduct building related consulting services for the construction of the city center building that included managing the construction of the building to its completion. Their work involves two components – overseeing completion of work already under contract and identifying and overseeing additional work that is necessary to complete the construction.

I instructed Harbour to compile a list of additional work and the associated cost. To compile this list Harbour reviewed building drawings, inspected all areas of the building, met with contractors and the building architect. Regular meetings were conducted between Harbour and department heads and their staff to get input from staff on their needs for the building.

Harbour prepared the attached list of 65 items. These items are segregated between the city hall and police department areas of the building. The priority of each item is shown as high, medium, or low. Some items are shown as done by others or included in an existing contract. Also attached are photos for most items identified with the corresponding item number shown in the list. Photos of some items are not available.

Harbour estimates the cost to perform this work at \$880,000. This the amount if all the work in the list were executed. Since some items can be removed, the actual cost will be less. For Harbour to proceed, the City Council will need to approve a change order at the July 5 meeting for the desired work.

Some items on this list pertain to furniture needs. Our furniture vendor is finalizing a list and pricing for these items that will presented for approval at a separate meeting. We will also work with the vendor to prepare a design and quote for office and public area signage.

Recommended Council Action: Identify the desired work to be performed and direct staff to present a change order for this work at the July 5 meeting.

Financial Impact:

Funding Source: Capital Projects

Budgeted Amount: Unbudgeted

Cost: Up to \$880,000

Attachments: List of building improvements, photos