

**ROCHELLE CITY COUNCIL  
AGENDA ITEM MEMO  
REGULAR MEETING 8/8/2022**

**SUBJECT:** Engineering Dept. and COR Campus Phase 1 interior buildout improvements

**Staff Contact:** Sam Tesreau, City Engineer

**Summary:**

The Engineering department will be relocating to the COR Campus located at 1030 S 7<sup>th</sup> Street later in 2022. As a result, office space has been designed to accommodate the Engineering Department's current and future needs, including file and plan storage, conference room, equipment, bathroom addition, fixtures, HVAC and plumbing adjustments/extensions, exterior façade improvements and other related items. To facilitate an accelerated timeline and get the improvements complete by end of year we recommend waiving competitive bidding and allow the City Manager to enter into contract construction agreements and/or purchase materials to complete said project.

The City Engineer has developed cost estimates for the proposed work for a total of \$158,700 for phase 1. In addition, the City Engineer will oversee the project thus eliminating the need for a general contractor and reducing expenses.

Funding for the improvements will be funded through the CIP fund.

**Funding Sources:**

Source:	Budgeted Amount:	Proposed Expenditure:
CIP 36-00-86106	\$200,000	Up to \$158,700

**Strategic Plan Goal Application:**

infrastructure effectiveness and improvement short term complex

**Recommendation:**

- Consider an ordinance to waive competitive bidding requirements for Phase 1 construction at the COR Campus and allow the City Manager to enter into Contract construction agreements and/or purchase materials up to \$158,700 to complete said project as determined by the City Engineer.