

**ROCHELLE CITY COUNCIL
AGENDA ITEM MEMO
REGULAR MEETING**

SUBJECT: Ordinance authorizing the City Manager to execute and agreement with Willet Hoffman for construction oversight of the Hickory Grove demolition

Staff Contact: Jeff Fiegenschuh, City Manager

Summary: Willet Hoffman has submitted a proposal in an amount not to exceed \$35,000 for construction/demolition observation services at Hickory Grove. This shall include maintaining a daily log of activities, providing witness that work is being completed in accordance with the intent of the expressed contract, and serving as a central contact for the City, contractor, and adjacent property owners. Willet Hoffman has been the engineer of record for this project since the inception and I am very please with the work they provide. Approving this contract will keep the project moving and provide needed continuity for the contractor and staff.

Funding Sources:

Source:	Budgeted Amount:	Proposed Expenditure:
Landfill fund	\$50,000	\$35,000

Recommendation: Authorize the City Manager to execute the construction oversight agreement with Willet Hoffman for the demolition of the Hickory Grove facility.