

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item:	Discussion and Recommendation to Approve Engineering Services Proposal for the Riverside Park Pavilion Replacement		
Date:	August 1, 2025 / rev. 09/11/2025	Meeting:	COTW – September 16, 2025
Prepared by:	Josef Kurlinkus	Department:	Administration

Overview/Background Information

The Village of Roscoe owns and operates Riverside Park, which includes two pavilions previously assessed by McMahon Associates, Inc. (McMahon) for structural integrity. Following their 2024 evaluation, the Village has opted to remove and replace one of the existing pavilions. The replacement will match the existing pavilion in size (approximately 1,728 square feet) and be constructed as a pre-engineered metal building. The pavilion is located within the Rock River floodway, and no IDNR permits are required, provided the new structure matches the footprint of the existing pavilion.

This project was budgeted at \$130,000 as part of the 2025 capital projects plan. Fehr Graham’s project estimate as part of the budgeting process was as follows:

Item:	Fehr Graham Estimate
Design	\$10,000
Construction	\$100,000
Other:	\$5,500
Project Contingency:	\$15,000 (11%)
TOTAL:	\$130,500

Key Issues

Proposal Summary:

McMahon and Fehr Graham have both submitted a comprehensive proposal that includes architectural, structural, civil, electrical, and topographic survey services required for design, permitting, bidding, and limited construction observation. Key elements include:

- Conceptual and technical design of a pre-engineered metal pavilion
- Foundation design and code-compliant structural plans
- Electrical conduit/outlet layout (no lighting)
- Site grading and topographic survey
- Preparation of bid documents and facilitation of the bid process
- Limited, as-needed construction observation

Fiscal Note/Budget Impact

The proposed fees as part of the proposal are as follows:

Item:	McMahon Associates	Fehr Graham
Design Services	\$16,730.00	\$17,000
Bidding Services	\$3,095.00	\$3,000
Construction Engineering Services	10,375.00 (T&E)	\$10,000 (lump sum)
TOTAL:	\$30,200	\$30,000

Action Required/Recommendation

Staff recommends approval of the engineering services proposal submitted by **McMahon Associates, Inc.** for the **Riverside Park Pavilion Replacement Project** in an amount not to exceed **\$30,200.00**.

McMahon has demonstrated a high level of responsiveness throughout the initial phases of this project, including the completion of the original structural evaluation report and proactive coordination with IDNR regarding floodway permitting. The firm is widely respected in the field of municipal engineering and has relevant experience performing work similar to the services being proposed.

Fehr Graham's proposal is marginally lower in price—by exactly \$200. It should be noted that their final proposal was submitted only after McMahon's pricing had been made public, and closely mirrored it in scope and pricing. Although price is not the sole factor in determining the most qualified firm, McMahon's Time & Materials-based construction phase services offer more flexibility and may ultimately result in cost efficiencies compared to Fehr Graham's fixed, limited construction observation allowance.

Based on qualifications, responsiveness, and alignment with project needs, staff recommends moving forward with McMahon Associates.

Attachments

Engineering Proposal – McMahon Associates

Engineering Proposal – Fehr Graham