

Place Foundry LLC

728 North Prospect Street
Suite 101
Rockford, IL 61107

October 14, 2024

Mr. Josef Kurlinkus
Village of Roscoe
10631 Main Street
Roscoe, Illinois 61073

Re: **VILLAGE OF ROSCOE BRIDGE STREET LOT - POST BID MEETING**
5466 Bridge Street
Roscoe, Illinois 61073

Mr. Kurlinkus,

Following the Bid opening I sat down w/ Doug Curry, P.E./Stenstrom Excavation & Blacktop Group to review project bid, scope and schedule.

The following items are a summary of that meeting, which lead to the recommendation for award of the above mentioned project.

General Bid Notes

- All Addendums received.
- In addition to Electrical, the Steel Structure/Canopy Material and Fabrication, Landscaping and Plumbing are Sub-contracted.

Owner Responsibilities (recommended firms)

- Staking & Layout (RK Johnson – Project Civil Engineer)
- Excavation, Concrete & Asphalt Testing (TSC or GEOCON)
- CCDD Acceptable Soils Testing (Free Flow)
- Permits – Building and County Hwy
- Site Furnishings (Tables, Chairs, Benches Planters, etc.)

Architect can solicit bids on behalf of owner upon authorization.

Architect/Engineer Responsibilities

- Submittal List to be provided to Contractor
- Conduct Weekly Meetings (at Village Hall Tuesday or Wednesday AM – TBD)

Contingency

Due to potential soil conditions in the Roscoe Area, it is recommended that the Village add/create a 10-15% contingency, to address any soil issues that may arise.


Schedule

Due to the accelerated schedule outlined/proposed in the Invitation to Bid, we discussed realistic expectations with regard to time of year, weather and ultimately for everyone involved committed to providing a quality project over speed. Stenstrom is confident that grading, stone base, concrete piers for canopy structure, underground plumbing and electrical can be accomplished without general concern for weather and temperature this fall. Items noted that would be directly affected by weather temperature are concrete curbs, asphalt and will be considered TBD items. The Patio, Landscaping and Steel Canopy structures will be slated for Spring 2025.

A full project Schedule will be presented upon commencement of project and updated weekly.

Please feel free to contact me should you have any further questions.

Sincerely,

A handwritten signature in dark ink, reading "Joseph W. Anderson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Joseph W. Anderson, Architect

Principal

AIA, NCARB

CC:FILE