

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



<b>Agenda Item:</b>	Discussion and Recommendation of Engaging Fehr Graham & Associates, LLC to Assist with the Development of the Village's FY2026–2030 Capital Improvement Program and Updated Street Study Proposal
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<b>Date:</b>	April 11, 2025 rev. May 2, 2025
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<b>Meeting:</b>	VB – May 6, 2025
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<b>Prepared by:</b>	Josef Kurlinkus
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<b>Department:</b>	Administration & Finance
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### Overview/Background Information

The Village of Roscoe has received a professional services proposal from Fehr Graham & Associates, LLC to assist in the development of a comprehensive **Capital Improvement Program (CIP) for Fiscal Years 2026–2030**, including an **updated pavement condition rating (PCR)-based Street Study**.

Establishing a formal CIP represents a major step forward in the Village's strategic planning efforts and will provide a structured, data-driven framework for identifying and prioritizing infrastructure investments over the next five years. The CIP will serve as both an internal planning tool and a public-facing document that clearly communicates the Village's capital needs, priorities, and funding strategies.

### Key Issues

Fehr Graham's proposal includes the following major components:

#### Updated Street Study

Visual inspection of Village-maintained streets, updating pavement condition ratings and related data, including material type, drainage type, and right-of-way attributes. Data will be integrated into WinGIS for future planning and prioritization.

#### Capital Improvement Program (CIP) Development

A five-year CIP document structured for both internal use and public presentation. The CIP will include project categories such as roadways, sidewalks, drainage, safety, parks, public buildings, maintenance, and capital purchases. Each project will include a narrative, estimated cost, potential funding sources, and prioritization metrics.

#### Meetings and Presentations

Up to four coordination meetings with Village staff and two formal presentations to the Village Board, including visual presentation materials and incorporation of feedback.

### Fiscal Note/Budget Impact

The total proposed cost for the complete scope of services is \$69,300, itemized as follows:

- Street Study (Lump Sum): \$23,850
- Meetings & Presentations (Time & Materials): \$8,950
- CIP Development (Lump Sum): \$36,500

### Action Required/Recommendation

Staff recommends engaging **Fehr Graham & Associates, LLC** to perform the services outlined in their April 9, 2025 proposal.

### Attachments

Capital Improvement Program Proposal - FehrGraham \_2025-04-09  
Resolution: R17\_FehrGraham CIP Agreement