

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item: Agreement with **Place Foundry Design, PLLC** to provide design and owner's representative services for the construction of the Village's Main Street Small Business Incubator Project.

Date: August 16, 2024

Meeting: COTW – 8/20/2024

Prepared by: Josef Kurlinkus

Department: Planning & Community Development

Overview/Background Information

The Village is currently in the process of developing its property on Hodges Run & MainStreet into a location which will include a location for a Small Business Incubator program, public use space, and a low impact park. After several public workshops and the Village has approved a general concept plan for this property which was developed by Place Foundry. This proposal is for professional design services related to the building of this facility, and includes:

- Civil Engineering
- Architectural Site and Shade Structure Design
- Structural Engineering
- Landscape Architecture/Design
- Electrical Engineering

Key Issues

- 1) **Place Foundry Design, PLLC** will serve as general design consultants, and will utilize sub-design consultants which is included as part of the overall agreement. .
- 2) The services include all design and construction documents.

Fiscal Note/Budget Impact

Proposed sum: \$86,000.

Prior Legislative Actions

n/a

Action Required/Recommendation

Staff recommends approval of entering into an agreement with **Place Foundry Design, PLLC** for design services for the Village's Main Street Small Business Incubator Project.

Attachments

- 1) Proposal for Professional Services for Main Street Incubator Project
- 2) Concept Plan for Main Street Incubator Project