

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: Updated August 30, 2024

Meeting: COTW – 8/20/2024 / VB – 9/3/2024

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: \$97,930.00.

Prior Legislative Actions

This was in front of the Committee of the Whole on August 20, 2024. The Committee voted to move this to the Board without recommendation with the understanding that the first reading requirement would be waived at the Village Board level after receiving any final public input on the concept plan at the Villages public workshop and presentation taking place on August 27, 2024.

Action Required/Recommendation

Staff recommends waiving first reading, and 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