

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: *IE

Title:

Recommendation to Approve a Resolution for Consultant Contract for Architectural Services for Public Works Roof Design

Presenter:

AJ Reineking, Public Services Division Manager

Meeting: City Council

Date: September 20, 2021

Proposed Cost: \$30,000

Budgeted Amount: \$30,000

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

For the last several years, staff has been working with area roofers and a roof membrane manufacturer to mitigate leaks in the roof on the northern portion of the Public Works Facility. This area houses the public works administration offices, the inventory warehouse, and the fleet maintenance garage. A recent infrared survey has confirmed that these efforts have been fruitless and the insulation has become saturated, which can only be remedied with a full replacement.

Staff requested qualifications and proposals for design services from twelve consulting architectural and engineering firms. Three firms submitted qualifications to the City. Staff evaluation determined that Arcon Associates, Inc of Lombard, IL is the most qualified to perform the requested services. Arcon is a full-service architectural firm that specializes in building envelope projects. They have worked extensively with area school districts and local governments for similar roofing projects and furnished a comprehensive list of favorable references.

Staff recommends approving an architectural design contract for Public Works Roof Replacement to the most qualified consultant, Arcon Associates, Inc in an amount not to exceed \$30,000. Staff have reviewed and negotiated contract scope and manhours. Hourly rates are consistent with current industry standards.

Construction work is anticipated to commence in FY22/23.

Attachments *(please list):*

Resolution

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve Consultant Contract with Arcon Associates, Inc for the Public Works Roof Architectural Services contract in an amount not to exceed \$30,000.

**City of St. Charles, Illinois
Resolution No. 2021-**

Resolution authorizing the Mayor and City Clerk of the City of St. Charles to Approve Consultant Contract with Arcon Associates, Inc. for the Public Works Roof Architectural Services Contract

**Presented & Passed by the
City Council on September 20, 2021**

WHEREAS, staff has been working with area roofers and a roof membrane manufacturer to mitigate leaks in the roof on the northern portion of the Public Works Facility;

WHEREAS, staff requested qualifications and proposals for design services from 12 consulting architectural and engineering firms and three firms submitted qualifications to the City;

WHEREAS, staff evaluation determined that Arcon Associates, Inc. of Lombard, IL is the most qualified to perform the requested services;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that a Consultant Contract with Arcon Associates, Inc. for the Public Works Roof Architectural Services Contract in an amount not to exceed \$30,000 be approved.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 20th day of September, 2021

PASSED by the City Council of the City of St. Charles, Illinois, this 20th day of September, 2021

APPROVED by the Mayor of the City of St. Charles, Illinois, this 20th day of September, 2021

Lora Vitek, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain: