



Memo

File #: 311-24

Agenda Date: 7/2/2024

TO: Mayor and City Council

FROM: Beth Beatty, City Manager

SUBJECT:

Award of Professional Services Agreement for Development Review and Planning Assistance for the Compass Business Park to Strand Assoc. Inc. in the amount of \$205,000.00

BACKGROUND:

Improvements to the City's water and sewer infrastructure are required to serve the proposed Compass Business Park and surrounding areas in the City's southeastern region. Strand Assoc Inc. previously completed a planning study to identify the water and sanitary infrastructure needed to support the development, and now the project has reached detailed design stage. The Developer is tasked with completing the detailed design work that was identified in the planning report and is also tasked with coordinating the design work with the City to ensure that the project designs meet City requirements. Consulting engineering support is needed by the City to coordinate these improvements with the Developer.

Section 4 of the Annexation and Development Agreement for the Compass Business Park states the Developer shall reimburse the City for the fees, generated by external consultants and firms associated with the study, document review, design, and construction of water and sewer improvements for the development.

The Public Service Committee will review this matter.

CONCLUSION:

Strand Assoc Inc. has provided a proposal to provide development planning, coordination, and review assistance for an amount not to exceed \$205,000.00. This proposal includes up to 40 hours of work per month and the contract extends to June 30, 2026. This contract is between the City and Strand Assoc. Inc.. The City subsequently invoices the Developer for reimbursement of the Strand Assoc. Inc. invoices.

Section 2-438 of the City of Joliet Code of Ordinance states that purchases over twenty-five thousand dollars (\$25,000.00) may be awarded without written specifications under certain circumstances. Two (2) of these circumstances apply:

- (f) Purchases when authorized by a concurring vote of two-thirds (2/3) of the Mayor and City Council;
- (g) Purchases of professional services.

Funds will be charged to the Water & Sewer Fund / Engineering (Org 50180013, Object 557200, \$205,000.00, Project 24038). The Developer will be sent invoices to reimburse the City for these expenses per the Professional Fee Agreement executed between the City and the Developer.

RECOMMENDATION:

Based on the above, it is recommended that the Mayor and City Council approve the Professional Services Agreement for the Compass Business Park development, in the amount of \$205,000.00, on behalf of Strand Assoc Inc.