

Memo

To: Village Board

Fr: Brad Lange – Village Administrator, Trevor Fuller – Planning & Zoning Administrator

Re: APPROVAL OF THE RIVERSIDE CORRIDOR STUDY CONSULTANT AND AUTHORIZATION TO ENTER INTO A CONTRACT FOR SERVICES

Date: December 11, 2014

The Village invited the three top consultant firms recommended by the selection committee for the Riverside Drive Corridor Study (Mead & Hunt, Houseal Lavigne, and Graef) to give a public presentation and interview based on the firm’s submitted proposal for the corridor study. All three firms are well qualified and each provided a unique approach to the corridor.

After listening to each firm’s approach, Village staff and a representative from the selection committee came to the consensus of recommending Graef to the Village Board as the consultant to carry out the corridor study for Riverside Drive.

Graef is a multidisciplinary engineering and planning firm with a national reputation and experience in the area. For this project, Graef will be subcontracting the market analysis component of the project to Gruen Gruen & Associates, an Urban Economist firm out of Chicago. Graef has also agreed to include Phase II (Webster Avenue Corridor) in with the study as to not duplicate efforts and save on expense. A final amount for the study is yet to be agreed upon, but Graef did acknowledge that with the addition of Phase II and the subcontracting with Gruen Gruen & Associates for the market analysis, the price is likely to remain around the \$68,429 estimated project cost.

The Village Board is asked to approve the recommendation and allow Village staff and the Village Attorney to enter into contract negotiations with Graef, with the possibility of Graef beginning work on the corridor study after the first of the year – contingent on the signing a letter of intent.