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**ADOPTED - BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
SEPTEMBER 8, 2010**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS**

**ARCHITECTURAL ENGINEERING SERVICES
FIRST, SECOND & THIRD FLOORS
DISTRICT OFFICE**

THE CHANCELLOR

REPORTS

that for health and safety reasons and to achieve City Code compliance, the District Office HVAC system and fire sprinkler systems must be upgraded, and the impending work will result in the opening and replacement of walls and ceilings, and electrical improvements throughout the District Office building, and therefore, it is most practical that any anticipated building renovations planned for the future occur concurrent with the HVAC and fire sprinkler installation to avoid future rework; and

that it is necessary to utilize the services of an architect for the renovation and upgrades of the First, Second and Third Floors at the District Office to create a pastry café, and security office in an underutilized retail prime space, 2nd floor staff/student lounge improvement, and 3rd floor management offices and other ancillary uses for teaching and training; and

that the project will consist of upgrading critical systems that have lasted beyond their life expectancy, architectural, mechanical, electrical, plumbing, phasing plan, furniture design, site observations, and preparation of contract documents for a JOC contractor, where feasible, to price the interior construction work needed to complete the spaces; and

that the Office of Procurement issued a Request for a Letter of Interest from pre-qualified architects and engineers in solicitation DT1010; and

that 14 responses to the solicitation were received and reviewed by District Office staff and with the decision to open negotiations with Wight & Company being determined to be the most qualified and after engaging in an evaluation process which included a review of each firm's prior performance, staff size and familiarity with City Colleges of Chicago or similar educational facilities; and

that Wight & Company has submitted their negotiated proposal for professional services based on industry standard Capital Development Board (CDB) guidelines for construction work of this nature based on a proposed construction budget of \$ \$4,500,000.00; that their fee is \$538,000.00, which includes the costs for architectural/engineering (A/E) design services, programming development based on needs, Fixtures Furniture & Equipment selection, space planning of the construction area, site observation and reimbursables; and

that the proposed cost of services submitted by Wight & Company is reasonable and falls within CDB guidelines for professional A/E services for this type of project; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced architectural services and Wight & Company, working with Primera Engineering, a certified MBE and Consolidated Printing, a certified WBE is in compliance with the Board Approved Participation Plan.

THE CHANCELLOR

RECOMMENDS that the Board authorize the Chairman to enter into an agreement with Wight & Company Chicago, Illinois to provide architectural engineering services for the renovation of the first, second and third floors at the District Office for an amount not to exceed \$538,000.00.

FINANCIAL \$538,000.00 – Capital Account 580000 92015 0005031 70000 86167

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

September 8, 2010 – Office of Administrative Services