

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

**ARCHITECTURAL ENGINEERING SERVICES
UPGRADE HVAC AND FIRE SPRINKLER SYSTEMS
DISTRICT OFFICE**

REPORTS

THE CHANCELLOR

that for health and safety reasons and to achieve City of Chicago code compliance, it is necessary to utilize architectural engineering services to upgrade the antiquated HVAC system and fire sprinkler system at the District office building;

that the project will consist of architectural, mechanical, electrical, plumbing, phasing plan, site observations and preparation of contract documents for public bidding for the construction work needed to complete the project; and

that the Office of Procurement issued a Request for a Letter of Interest from pre-qualified architects and engineers in solicitation DT1011; and

that 5 responses to the solicitation were received and reviewed by District Office staff with the decision to open negotiations with HOH Architects/Engineers being determined to be the most qualified to provide services regarding this project 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 facilities; and

that HOH Architects/Engineers has submitted their negotiated proposal for professional services based on industry standard CDB guidelines for construction work of this nature based on a proposed construction budget of \$8,000,000.00; that their fee is \$897,592.00, which includes the costs for A/E design services, bid document preparation, reviewing bid responses, construction administration, site observation and reimbursables; and

that the proposed cost of services submitted by HOH Architects/Engineers 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 HOH Architects/Engineers, working with Mihouse Engineering, a certified MBE and Urban Works Ltd, a certified WBE, is in compliance with the Board Approved Participation Plan.

THE CHANCELLOR

RECOMMENDS

that the Board authorizes the Chairman to enter into an agreement with HOH Architects/Engineers, Chicago, Illinois to provide architectural engineering services for upgrading the HVAC system and fire sprinkler system at the District Office for an amount not to exceed \$897,592.00.

FINANCIAL

\$897,592.00 – Capital Account 580000 92015 0005031 70000 82647

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**