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ADOPTED- BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
FEBRUARY 23, 2011

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

5-YEAR CAPITAL PLANNING SERVICES AGREEMENT
ADMINISTRATIVE SERVICES

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chairman to approve a nine (9) month service agreement beginning on March 4, 2011 through December 31, 2011 with Wight & Company, Chicago, IL to provide capital planning consulting services and technical expertise to assist the Office of Administrative and Procurement Services with the preparation of the 5-Year Capital Plan for FY2012-2016 at a cost not to exceed \$183,500.

VENDOR: Wight & Company
211 North Clinton Street
Suite 300N
Chicago, IL 60661

USER: Office of Administrative and Procurement Services

TERM:

The term of this agreement shall commence on March 4, 2011 and shall end on December 31, 2011.

SCOPE OF SERVICES:

Per the Illinois Capital Budgets Act (20 ILCS 3010/1) (from Ch. 127, par. 3101, Sec. 1.), applicable to all State agencies, City Colleges of Chicago is required to prepare and submit an annually updated 5 year capital improvement budget. The Office of Administrative and Procurement Services has determined that additional resources and services are required in order to complete the 5-Year Capital Plan for FY2012 – FY2016.

The Office of Administrative and Procurement Services has conducted a comprehensive assessment of the mechanical assets and architectural and technological infrastructure of all buildings District-wide. Wight and Company will review and verify the facilities assessment data, use their technical expertise to conduct capital cost estimating for new construction, future replacement and repair requirements, provide technical advising services, make recommendations, update the ReCapp automated tracking system maintained within the Office of Administrative Services and Procurement Services, and prepare a 5-Year Capital Plan document for FY2012 2016.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Administrative & Procurement Services has reviewed this request for services and has determined that it would be in the best interest of the District to use the expertise of professional architects and engineers to develop the 5-Year Capital Plan because this process is primarily architectural and mechanical in nature.

DELIVERABLES:

Wight & Company shall make recommendations on capital investments, prioritize facilities improvements based on life-span evaluation, risk factors, and other factors. Wight & Company will also produce the financial schedules and written commentary for the final 5-Year Capital Plan.

VENDOR SELECTION CRITERIA:

The Office of Administrative and Procurement Services issued a Letter of Interest DT1017 on December 21, 2010, to all the pre-qualified architects and engineers and posted the request on the City Colleges of Chicago website. Fifteen responses were received and evaluated by the Office of Administrative and Procurement Services in accordance with City Colleges of Chicago Operations Manual Sec. 2.01 C (Selection Procedure) and the top four firms determined to be the most qualified to provide the services regarding this project are listed below:

Vendor	Total Score
Wight & Company	379
DeStefano & Partners	375
Globetrotters Engineering	366
AECOM	366

Final negotiations were completed with the top ranked firm, Wight & Company, who has significant experience in conducting facilities condition assessments and competitive pricing for services. Therefore, the Office of Administrative and Procurement Services is recommending acceptance of the proposal from Wight & Company.

MBE/WBE COMPLIANCE:

The Office of MBE/WBE Contract Compliance has reviewed the above agreement request for 5-Yr. Capital Planning services and has determined that Wight & Company directly partnering with certified MBE/WBE vendors, is in compliance with the Board Approved Participation Plan.

MBE Vendor:	Primera Engineering 100 S Wacker Dr Chicago, IL 60606	City of Chicago certification Engineering
	Global Solutions 70 W Madison Chicago, IL 60602	City of Chicago certification IT Services
WBE Vendor:	Terra Engineering 225 W Ohio Burr Ridge, IL 60527	City of Chicago certification Design Services
	Dsi 7420 County Line Rd Chicago, IL 60610	City of Chicago certification Construction Management

GENERAL CONDITIONS:

Inspector General – It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of Chicago in any investigation conducted pursuant to the Inspector General’s authority under Article II, Section 2.6.4(b) of the Board Rules for Management and Government.

Ethics – It shall be the duty of each party to the agreement to comply with the applicable provisions of the Board’s Ethics Policy adopted January 7, 1993, and as amended by the Board.

FINANCIAL:

Wight & Company shall be paid as set forth in the agreement; Total cost not to exceed \$183,500 for the contract term.

Firm Wight & Company, Chicago, IL 60661	9 month service contract (Administrative Services) \$178,500 – Pricing reflects base contract, and \$5,000 represents an allowance for reimbursable expenses.
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Charge to Department: Plant Management
Funding Source: Capital Projects

FY11: 92015-0005031-00079-83931-0000000-582100: \$183,500

Respectfully submitted,

Cheryl L. Hyman
Chancellor

**February 23, 2011- March 2011 Board Meeting – Office of Administrative and Procurement Services-
District Office**