

**31673**  
**ADOPTED - BOARD OF TRUSTEES COMMUNITY COLLEGE**  
**DISTRICT NO. 508**  
**DECEMBER 7, 2012**

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

**WETLANDS BOARDWALK**  
**ARCHITECTURAL / ENGINEERING DESIGN SERVICES**  
**SITE DESIGN GROUP, LTD.**  
**OLIVE-HARVEY COLLEGE**  
**(AMENDMENT TO BOARD REPORT 31387)**  
**OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to extend the agreement with Site Design Group, LTD, to provide architectural and engineering services for the Olive-Harvey Wetlands Boardwalk for an additional year through December 31, 2013, with no additional request for funding.

**VENDOR:** Site Design Group, LTD.  
888 South Michigan Avenue, Suite 1000  
Chicago, Illinois 60605

**USER:** Olive-Harvey College

**ORIGINAL TERM:**

The original term of the agreement commenced on April 4, 2012 and will end on December 31, 2012.

**FIRST EXTENDED TERM:**

The term of this agreement will be extended until December 31, 2013.

**SCOPE OF SERVICES:**

Site Design Group, Ltd will provide engineering design, consultation and planning documents for the construction of the new wetlands boardwalk located at Olive-Harvey College. Among other features, the boardwalk will include lighting and signage to create a safe, educational experience, and fencing to protect the wetlands. The firm will also prepare construction documents and provide construction administration as required for the boardwalk to enhance the environment for staff, students and faculty. The additional time is needed as a result of unforeseen site and weather conditions, and more extensive planning services. Furthermore, it was determined that because of the soft soil conditions, more time was needed to study the best materials that will produce a stable foundation and produce a durable boardwalk to support the goals of the project.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

This project will provide access to and protect the Olive-Harvey College (OHC) Wetland, which is an integral part of the new Environmental Biology Associate of Science Concentration at OHC. OHC's federally-protected natural wetland offers a natural ecological and environmental laboratory for City Colleges of Chicago (CCC) students that will enhance the capacity of OHC biology and chemistry programs.

The wetlands also provide OHC and CCC with a strong service learning component. The restoration of the wetlands (removal of invasive species) is being undertaken by OHC students and faculty, faculty from other colleges, as well as community members and high school students.

In addition to the benefits to OHC and CCC, it is hoped that the wetlands will serve as a community resource. The wetlands will be a place where neighborhood residents can walk along the wetlands boardwalk with their families listening to and watching the native wildlife while learning about the benefits of wetlands.

**VENDOR SELECTION CRITERIA:**

Pursuant to Section 2.6 of the Board Policies and Procedures, Letters of Interest LM122011 were sent to six (6) architectural design firms selected from the CCC Pre-Qualified Architects List: 1) BKV Group; 2) Smithgroup JJR, LLC; 3) Site Design Group, Ltd.; 4) Bauer Latoza; 5) Seeco Consultants, Inc.; and 6) Conservation Design Forum. Three (3) firms responded: 1) BKV Group; 2) Smithgroup JJR, LLC; and 3) Site Design Group, Ltd.

Firms were evaluated based upon the following criteria by the Office of Administrative and Procurement Services and Olive-Harvey College staff:

- Prior performance of firm and its consultants
- Appropriate staff size and disciplines
- Prior experience with similar projects
- Familiarity with CCC or similar educational facilities
- MBE/WBE Compliance

From the letters of interest submitted, Site Design Group, Ltd. was selected as the most qualified to provide services for this project based, in part, on previous work successfully completed at Palmisano Park and Ping Tom Park as well as Lorca Elementary School, Northern Illinois University and Malcolm X College. The Office of Administrative and Procurement Services has negotiated the fee to be paid on the design portion of the approved wetlands boardwalk based on published CDB Guidelines for projects of this nature based on a budget of \$250,000.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract Compliance has reviewed the above proposal and Site Design Group, Ltd. is in compliance with the Board Approved Participation Plan.

**MBE Vendors:**

Site Design Group, Ltd.  
888 South Michigan Ave.  
Suite 1000  
Chicago, IL 60605

Direct Participation  
25%

City Certification

**WBE Vendors:**

Terra Engineering, Ltd.  
225 W. Ohio  
Chicago, IL 60654

Direct Participation  
7%

City Certification

**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 2, Section 2.7.4(b) of the Board Bylaws.

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.

Contingent Liability – Pursuant to Section 7-14 of the Illinois Public Community College Act, all agreements authorized herein shall contain a clause that any expenditure beyond the current fiscal year is subject to appropriation in the subsequent fiscal year.

**FINANCIAL:**

Time extension only. No additional funds requested.

**Respectfully submitted,**

**Cheryl L. Hyman**  
**Chancellor**

**December 7, 2012 – Office of Administrative and Procurement Services – District Office**