

**31605**  
**ADOPTED - BOARD OF TRUSTEES COMMUNITY COLLEGE**  
**DISTRICT NO. 508**  
**OCTOBER 4, 2012**

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

**ELECTRICAL ENGINEERING SERVICES**  
**ENVIRONMENTAL SYSTEMS DESIGN, INC.**  
**OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES**  
**DISTRICT WIDE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute an agreement with Environmental Systems Design Inc. (ESD), to provide engineering services that include the design and preparation of plans and specifications for preventative electrical maintenance contract documents to be published for open bid for all City Colleges of Chicago facilities for the period from Board execution through December 2014, at a total cost not to exceed \$2,753,176.

**VENDOR:** Environmental Systems Design, Inc.  
175 West Jackson Boulevard  
Chicago, Illinois 60606

**USER:** District Wide

**TERM:**

The term of the agreement will commence upon Board approval and end the earlier of the date design is completed or December 2014.

**SCOPE OF SERVICES:**

ESD will provide the following services:

- Engineering design of electrical maintenance procedures for all electrical components that comprise the electrical distribution system at each facility, as detailed within ESD's proposal and related scope of work.
- Preparation of documents for the public bidding of multi-year preventative electrical maintenance contracts;
- Electronic management tools for tracking the work to be performed by awarded contractors;
- Various construction administration tasks during the first aforementioned contract term.

The Office of Administrative and Procurement Services has negotiated the fee of \$2,753,176 based on a detailed matrix identifying required tasks and related time lines totaling 13,563 task hours and engineering fees for each task as presented by ESD in their interviews as well as the cost of Facilities Asset Management Software and as reviewed by City Colleges of Chicago (CCC) staff. The hourly rates proposed by ESD, as listed below, are comparable to standard industry scales:

**Proposed Hourly Rates for ESD Team**

Principal	\$170
Senior Engineer	155
Project Engineer	135
CAD Operator	90

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

The electrical preventative maintenance program will: 1) extend the life cycle components within the electrical distribution system at each CCC facility; 2) prevent electrical system failures that affect the business of CCC; 3) help eliminate safety hazards to staff, students and contractors; 4) increase the efficiency of the electrical distribution systems; and 5) create a reusable document for bidding, performing and tracking preventative electrical maintenance.

**VENDOR SELECTION CRITERIA:**

Letters of interest were sent to four Engineering firms selected from the CCC Pre-Qualified Architects/Engineers List: 1) Environmental Systems Design, Inc.; 2) Globetrotters Engineering Corp.; 3) Millhouse Engineering and Construction, Inc.; and 4) Primera Engineers. Responses were received from Environmental Systems Design, Inc. and Primera Engineers

The two firms were evaluated based upon the following criteria:

- Prior performance of firm and its consultants
- Appropriate staff size and disciplines
- Pre-qualification with CCC
- Valid licenses to practice as an Architect or Engineer in the State of Illinois
- Appropriate staff size and disciplines
- Prior experience with similar electrical assessment and upgrades projects
- MBE/WBE Compliance

The evaluation team which included staff from Administrative and Procurement Services and Truman College, reviewed and ranked each response and recommends the acceptance of the proposal from Environmental Systems Design, Inc. to provide engineering services. The recommendation is based their approach to the project and previous experience managing electrical assessment projects for CCC campuses and electrical repairs and upgrades for campuses managed by the State of Illinois Capital Development Board.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract Compliance has reviewed the above agreement and Environmental Systems Design Inc. is in compliance with the Board Approved Participation Plan.

**MBE Vendor:**

Environmental Systems Design Inc.  
175 W. Jackson Blvd.  
Chicago, IL 60606

Direct Participation  
43%

CMSDC Certification

**WBE Vendor:**

Canino Electric Company  
3040 S. 25th. Ave.  
Broadview IL. 60155

Direct Participation  
8.3%

City of Chicago 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:**

**Total FY 13-15:** \$2,753,176

**Charge to:** District Wide

**Sources of funds:** Capital Fund

**Respectfully submitted,**

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

**October 4, 2012– Office of Administrative and Procurement Services – District Office**