

**31387**

**ADOPTED – BOARD OF TRUSTEES COMMUNITY COLLEGE  
DISTRICT NO. 508  
APRIL 4, 2012**

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

**WETLANDS BOARDWALK  
ARCHITECTURAL / ENGINEERING DESIGN SERVICES  
SITE DESIGN GROUP, LTD.  
OLIVE-HARVEY COLLEGE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute an agreement with Site Design Group, LTD, to provide architectural and engineering design services for the Olive-Harvey Wetlands Boardwalk, including the preparation of plans and specifications to be utilized for estimating and construction, at a total cost not to exceed \$75,438.

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

**USER:** Olive-Harvey College

**TERM:**

The term of the agreement with Site Design Group, Ltd will begin upon Board approval and will end on the earlier of the date of completed construction or December 31, 2012.

**SCOPE OF SERVICES:**

Among other features, the boardwalk will include lighting and signage to create a safe, educational experience, and fencing to protect the wetlands. Site Design Group, Ltd will provide engineering design, consultation and planning documents for the construction of the new wetlands boardwalk. 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.

**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 College students that will enhance the capacity of OHC biology and chemistry programs.

The Wetland also provides OHC and City Colleges of Chicago with a strong service learning component. The restoration of the Wetland (removal of invasive species) is being undertaken by

OHC students and faculty, faculty from other colleges, as well as community members which high school students.

In addition to the benefits to the 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. The Office of Administrative and Procurement Services has negotiated the fee to be paid on the design portion of the approved wetland 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. | Direct Participation | City Certification |
| 888 South Michigan Ave. |                      |                    |
| Suite 1000              |                      |                    |
| Chicago, IL 60605       |                      |                    |

**WBE Vendors:**

Terra Engineering, Ltd.                      Direct Participation                      City Certification  
225 W. Ohio  
Chicago, IL 60654

**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.

**FINANCIAL:**

**Total:** \$75,438

**Charge to:** Olive Harvey College Campus

**Sources of funds:** Capital Fund

**Restricted Fund**

**FY12:** 92015-5005031-00079-83794-580000

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**April 4, 2012 – Office of Administrative Services – District Office**