

**31797**  
**APPROVED - BOARD OF TRUSTEES**  
**COMMUNITY COLLEGE DISTRICT NO. 508**  
**APRIL 4, 2013**

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

**ARCHITECTURAL AND ENGINEERING SERVICES**  
**MOODY NOLAN, INC.**  
**MALCOLM X COLLEGE**

**THE CHANCELLOR RECOMMENDS:**

that the Board of Trustees authorizes the Chair to execute an agreement with Moody Nolan, Inc to provide architectural and engineering services for the new Malcolm X College for the period from April 4, 2013 through June 30, 2016, at a total cost not to exceed \$12,000,000 with a 10% contingency (\$1,200,000).

**VENDOR:** Moody Nolan, Inc.  
209 South LaSalle Street, Suite 820  
Chicago, IL 60604

**USER:** Administrative & Procurement Services and Malcolm X College

**TERM:** The term commences on April 4, 2013 and shall end on June 30, 2016.

**SCOPE OF SERVICES:**

Moody Nolan, Inc. in coordination with Administrative & Procurement Services staff, will be responsible for the following critical tasks:

- Using the Schematic Design by Jacobs/Cannon, develop and complete Design Development Documents, Contract Documents, Contract Administration and the Project Close Out for the New Malcolm X College Campus.
- Design (furniture layout) and technical specifications of the complete Furniture, Fixture & Equipment (FF&E) design package, including the comprehensive coordination of all required utility requirements for the specified furniture systems and equipment
- Coordinating and facilitating steering committee meetings, strategic design work, and conducting field meetings and site visits for the purpose of data collection and monitoring.

**BENEFIT TO CITY COLLEGES OF CHICAGO:**

This multi-faceted team will demonstrate the ability to work within an accelerated design schedule to meet critical milestones associated with the overall project schedule. The team will also have the production and staffing capacity to produce the necessary technical specifications and detailed drawings in order to complete the design and manage the multiple consultants in the process.

**DELIVERABLES:**

Deliverables will include:

- Confirm scope and help ensure adherence to budget and schedule.
- Produce site surveys for design and permit submittals, including topography, utilities, and other site features.
- Provide any other investigation and/or testing necessary to produce accurate and complete contract documents.
- Engineer site utilities as necessary, including sewer, water, gas, irrigation, and electrical.
- Meet with CCC staff and any other public/private agencies, organizations, and community representatives, as required, and prepare meeting minutes.
- Design in accordance with all local, state and federal governing codes, including but not limited to the Chicago Building Code, Illinois Accessibility Code, Americans with Disabilities Act (ADA), the Chicago Standard of "Building Healthy, Smart and Green," and the City Colleges of Chicago Design Guidelines and Standards.

**VENDOR SELECTION CRITERIA:**

Specifications were prepared by District Procurement staff and a Request for Qualifications (RFQ) was publicly advertised and issued to 127 firms on December 12, 2012. A pre-submittal conference was held on December 18, 2012. Sixteen (16) firms: 1) BLDD Architects; 2) Wight & Company; 3) Legat/Epstein (Joint Venture); 4) Holabird & Root/ Globetrotters; 5) Perkins & Will; 6) bKL/HAA CC Partners; 7) DLR Group; 8) HOK; 9) Harley Ellis Devereaux; 10) Moody Nolan, Inc.; 11) Goettsch Partners Inc.; 12) EC Purdy & Associates; 13) Loebel Schlossman & Hackl; 14) exp (formerly Teng & Associates Inc.); 15) SCB – Solomon Cordwell Buenz; and 16. Lohan Anderson submitted proposals on January 16, 2013.

All proposals were reviewed, evaluated and ranked by an evaluation committee which included representatives from the following areas: Administrative & Procurement Services, Malcolm X College, Jacobs/Cannon, Risk Management, Operations and Institutional Advancement. The evaluation criteria outlined in the RFQ included:

1. Institutional Experience, Qualifications and Past Performance
2. Individual Experience, Qualification and Past performance
3. MBE/WBE Utilization Plan
4. Quality Assurance/Quality Control (QA/QC) Plan
5. RFQ Compliance Responsiveness

Oral presentations were held for short-listed firms and based upon the evaluation scoring from the written proposals and oral presentations, four shortlisted firms were invited for oral interviews. Based on composite written and oral presentations, oral interviews, financial and references review, the staff recommended acceptance of the proposal from Moody Nolan to provide architectural and engineering services for the new Malcolm X College campus.

**MBE/WBE COMPLIANCE:**

The Office of M/WBE Contract Compliance has reviewed the RFQ Proposal and determined that Moody Nolan, Inc. subcontracting with the following MBE and WBE firms, is in compliance with the Board Approved Participation Plan.

Moody Nolan, Inc 209 S. LaSalle, Suite 820 Chicago, IL 60604	Direct Participation 36%	CMS Certification
Desman Associates 20 N. Clark, 4 <sup>th</sup> floor Chicago, IL 60602	Direct Participation 5.2%	CMSDC Certification
Infrastructure Engineering, Inc. 33 West Monroe, Suite 1400 Chicago, IL 60603	Direct Participation 1.4%	City of Chicago Certification
ESD 175 West Jackson Chicago, IL 60603	Direct Participation 19.8 %	City of Chicago Certification
Construction Cost Systems 1815 S. Meyers Road, Suite 200 Oakbrook Terrace, IL 60182	Direct Participation 1.9%	CMS Certification

**WBE Vendors:**

Tilton, Kelly & Bell 55 West Monroe Chicago, IL 60603	Direct Participation 15.51%	Cook County Certification
Gwen Grossman Lighting 1455 N. Maplewood, 2W Chicago, IL 60622	Direct Participation 1.1%	Cook County Certification
HERA Laboratory Planners 411 N. 10 <sup>th</sup> St., Suite 400 St. Louis, MO 63101	Direct Participation 3.44%	CMS 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 FY13 – FY16:** \$12,000,000 plus 10% contingency (\$1,200,000)

**Charge to:** Administrative Services

**Source of Funds:** Capital Fund

**Respectfully submitted,**

**Cheryl L. Hyman  
Chancellor**

**April 4, 2013- Office of Administrative and Procurement Services**