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ADOPTED - BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JULY 11, 2013

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

HAROLD WASHINGTON MASTER PLAN
ARCHITECTURAL SERVICES
URBANWORKS, LTD.
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with UrbanWorks, Ltd. to provide architectural planning services which include the preparation of a Master Plan and Schematic Designs for future development, and renovation of Harold Washington College for the period from July 11, 2013 through December 31, 2014, at a total cost not to exceed \$393,000.

VENDOR: UrbanWorks, Ltd.
213 West Institute Place
Suite 710
Chicago, Illinois 60610

USER: Harold Washington College

TERM:

The term of the agreement will commence in July 2013 until the later of the date of completion of the construction of the projects covered in the drawings or December 31, 2014.

SCOPE OF SERVICES:

UrbanWorks, Ltd. will provide the following services:

- Architectural space usage identification and analysis of documentation of existing spaces
- Preliminary programming and space usage design options for interior and exterior
- Design options for ADA accessibility and optimal ingress and egress as required by City Codes
- Lighting concepts to allow visual enhancement & security
- Options for signage and branding of the College to Careers program that can be used throughout the District
- Options to relocate some services/departments to alternate buildings
- Plan options for tenant space

The Office of Administrative and Procurement Services has negotiated the fee to be paid for master planning that is consistent with published CDB Guidelines for projects of this nature based upon a budget of \$9,500,000.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Administrative and Procurement Services has reviewed this request for services and has determined that it would be in the best interests of the District to move forward with UrbanWorks, Ltd. as the architect for the Harold Washington Master Plan. With a master plan, Harold Washington will be able to better utilize its building to meet the demands of an increasing student body earning college credits of economic value.

VENDOR SELECTION CRITERIA:

Letters of interest were sent to five Architectural firms selected from the CCC Pre-Qualified Architects List: 1) UrbanWorks, Ltd.; 2) Architrave Ltd.; 3) Loebel, Schlossman & Hackl; 4) Doyle & Associates; and 5) IDEA Architects. Two (2) firms responded 1) UrbanWorks, Ltd.; and 2) Architrave Ltd.

Firms were evaluated based upon the following criteria:

- Prior performance of firm and its consultants
- Appropriate staff size and disciplines
- Willingness to meet the budget requirements
- Similar experience in higher education
- Familiarity with City Colleges of Chicago or similar educational facilities
- Primary business office of Architect/ Engineer located in Illinois
- Valid licenses to practice as an Architect or Engineer in the State of Illinois
- MBE/WBE Compliance

From the responses submitted, Urban Works Ltd. was selected as the most qualified to provide the services for this project based on previous master planning experience, successfully completed educational/institutional work, and its design approach. Relevant projects include the Evanston Lakefront Master Plan, UNO Galewood Charter School, and various projects for the University of Chicago and University of Illinois at Chicago.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above referenced proposal and has determined that Urban Works Ltd is in compliance with the Board Approved Participation Plan and will utilize the following firms:

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Direct or Indirect</u>	<u>Certifying Agency</u>
Urban Works, Ltd.	MBE	70	Direct	City of Chicago

213 W. Institute Pl. (Prime)
Chicago, IL 60610

Erwin Consulting MBE 3 Direct CMS IL
1 Omni Dr.
Schaumburg, IL 60193

E.C. Purdy & Associates WBE 7 Direct City of Chicago
53 W. Jackson Blvd.
Chicago, IL 60604

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 FY14 – FY15: \$393,000

Charge to: Harold Washington College

Sources of Funds: Capital Fund

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

July 11, 2013 – Office of Administrative and Procurement Services– District Office