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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**

**GENERATOR TRENCH
ARCHITECTURAL / ENGINEERING DESIGN SERVICES
STANLEY CONSULTANTS, INC.
KENNEDY-KING COLLEGE
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with Stanley Consultants, Inc. to provide architectural and engineering design services for installation of a trench or spillway for Kennedy-King College's Emergency Generator, including the preparation of plans and specifications to be utilized for estimating construction for the period from July 11, 2013 through June 31, 2014, at a total cost not to exceed \$39,460.

VENDOR: Stanley Consultants, Inc.
8501 West Higgins Road, Suite 730
Chicago, Illinois 60631

USER: Kennedy-King College

TERM:

The term of the agreement will begin on July 11, 2013 and will end on June 31, 2014, or until project completion if later than June 31, 2014.

SCOPE OF SERVICES:

Stanley Consultants, Inc. will provide engineering design, consultation, and planning documents for the trenching and exterior storage tank to be provided for the generator in room 193 of Building W. They will also prepare construction documents and provide construction administration, including a topographic and utility survey as required.

BENEFIT TO CITY COLLEGES OF CHICAGO:

This project will ensure safer working conditions as the trench will eliminate the hazardous condition that will occur if the generator were to ever leak diesel fuel. This project also brings us into compliance with insurance requirements.

VENDOR SELECTION CRITERIA:

Letters of Interest were sent to fourteen (14) engineering design firms selected from the CCC Pre-Qualified Architect/Engineering Design Services List: 1) Apex Consulting Engineers, LLC; 2) dbHMS; 3) Delta Engineering Group, LLC; 4) DLR Group; 5) DuSable, Inc.; 6) Environmental Design International (EDI); 7) Environmental System Design; 8) Henneman Engineering, Inc.; 9) Johnson & Lee Ltd.; 10) Knight Engineering & Architects; 11) Larson Engineering; 12) Roula Associates Architects; 13) Rubinos Mesia Engineers; and 14) Stanley Consultants, Inc. Three (3) responses were received from DuSable, Inc., Larson Engineering, Inc. and Stanley Consultants, Inc.

Firms were evaluated based upon the following criteria:

- 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

DuSable withdrew its proposal response and was removed from further consideration. From the remaining letters of interest submitted, Stanley Consultants, Inc., was selected as the most qualified to provide services for this project based on previous work successfully completed including, Diesel Fuel Release Site Spill Recovery Trenches in Aurora, IL., where its level of responsibility included completing a site inspection and preparing structural drawings. The Office of Administrative and Procurement Services has negotiated the fee to be paid on the design portion of the approved trench installation based on published CDB Guidelines for projects of this nature.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above proposal and has determined that Stanley Consultants, Inc. is in compliance with the Board Approved Participation Plan and will utilize the following firms:

MBE Vendor:

Delta Engineering Group, LLC 11 W. Jackson Blvd., Ste. 910 Chicago, IL 60606	25% Participation Structural Engineering	City of Chicago Certification
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WBE Vendor:

Intelligent Design & Construction Solutions, LLC 200 W. Adams St., Ste. 1825 Chicago, IL 60604	7% Participation Electrical Engineering	CMS IL Certification
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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: \$39,460

Charge to: Kennedy-King College

Sources of Funds: Capital Fund

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

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