

31878
ADOPTED - BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JUNE 6, 2013

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

CONSTRUCTION MANAGEMENT ADVISORY SERVICES
JACOBS PROJECT MANAGEMENT COMPANY
(AMENDMENT TO BOARD REPORT 31505, ADOPTED ON JULY 12, 2012)
MALCOLM X COLLEGE
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES
(RATIFICATION)

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to amend the existing agreement with Jacobs Project Management Company to provide construction management advisory services for the new Malcolm X College campus for the period from May 1, 2013 through March 31, 2016, at a total cost not to exceed \$7,067,000.

VENDOR: Jacobs Project Management Company
525 West Monroe Street, Suite 200
Chicago, Illinois 60661

USER: Office of Administrative & Procurement Services and Malcolm X College

TERM:

The term of the amended agreement will commence on May 1, 2013 and shall end on March 31, 2016. The District's standard contract language allows for termination for cause or convenience based upon performance or capacity and continuing use of additional outside project resources.

SCOPE OF SERVICES:

Jacobs Project Management Company, in coordination with Administrative and Procurement Services staff, will be responsible for the following critical tasks during the Design Development Facilitation:

- Assist, review and comment on General Contractor Request for Qualification/Proposal process
- Attend project transfer coordination meetings
- Continued coordination and participation in the Planned Development/Zoning and Right-of Way Processes with the City of Chicago

- Assist in retaining Commissioning Agent
- Review and comment on 50%DD & 100%DD packages (including specs and front-end docs), continuing with Cannon in peer review process)
- Confirm and enforce, Scope, Budget and Schedule Conformance
- Review and comment on Site Preparation/Civil Construction Documents and Permit Set
- Review and comment on Foundation Construction Documents and Permit Set
- Review and comment on Architect of Record's plans for project staffing, project execution, communications, QA/QC, Risk management, BIM, LEED registration and general project reporting
- Engage and initiate MBE/WBE and Student/Community Hiring monitoring component

Further, the scope will include coordinating and facilitating steering committee meetings, strategic design work, and conducting field meetings and site visits for the purpose of data collection and monitoring.

The work will be performed in the following Phases:

Phase IIA – Pre-Construction/Site Development: May 1, 2013 through December 31, 2013

Phase IIB – Garage/Main Bldg. Construction: January 1, 2014 through March 31, 2015

Phase IIC – Main Bldg. Construction: April 1, 2015 through December 2015

Phase IID – Construction Closeout Services: January 1, 2016 through March 31, 2106

BENEFIT TO CITY COLLEGES OF CHICAGO:

This multi-faceted team will provide Construction Management Advisory Services to assist and advise City Colleges utilizing the team's expertise which includes, but is not limited to, architectural, engineering, construction, procurement analysis, scheduling, estimating, and meeting facilitation experience. Utilizing Jacobs Project Management Co. will assist the District in the completion of the technical requirements and overseeing the construction of the new Malcolm X College to help ensure an on-time, on-budget project.

DELIVERABLES:

Deliverables by phase will include, but are not limited to:

Program Management Services:

- Provide independent cost estimates at the 50% Design Development, 50% Construction document, and 100% construction document phases.
- Provide constructability reviews at the 50% design development, 50% construction document, and 100% construction document phases.

Design Management Services:

- Transfer schematic design from Jacobs/Cannon team to Moody Nolan and support Moody Nolan development of design development and construction documents.

- Provide design management oversight of Moody Nolan to ensure conformance to scope, quality, and schedule.
- Resolve issues to maintain design production.
- Review/comment/monitor Moody Nolan plans for project execution; staffing, communication, QA/QC, risk management, BIM, and LEED.

Construction Management Services:

- Field oversight of site preparation/civil construction: provide full-time onsite field project management of site preparation work (prepare daily reports, monitor progress, inspect quality).
- Document Management/ Document Control: Process RFI's, submittals, change orders, pay applications for site preparation contractor.
- Provide full-time onsite field owner's representation to monitor construction progress, quality, budget, and schedule. Complete a daily report to document work inspected, and monitor and maintain the project records/documents. Maintain progress photos and videos to record as-built conditions, potential claim and/or change order issues, and special construction activities.
- Schedule management and administration: Management of the master schedule, site logistics plan implementation, construction phasing execution, and coordinating separate construction contractors and other entities.
- Monitor work progress, perform contract and administration reviews, manage the Submittal, RFI and change process, and expedite issue resolution.
- Offer constructive input on construction sequencing and phasing strategies to facilitate productivity and occupancy objectives.

VENDOR SELECTION CRITERIA:

Specifications were prepared by District Procurement staff and a Request for Qualifications (RFQ) was publicly advertised and issued to 75 firms on March 16, 2012. A pre-submittal conference was held on March 26, 2012. Six (6) firms: 1) Quad Partners, LLC.; 2) URS Corporation; 3) Jacobs Project Management Co.; 4) Knight E/A Inc.; 5) US Equities Realty; and 6) Jones Lang LaSalle submitted proposals on April 18, 2012. One firm, Mortenson Construction submitted a no-bid response.

All proposals were reviewed, evaluated and ranked by an evaluation committee which included representatives from the following areas: Administrative & Procurement Services, Malcolm X College, Rush University Medical Center, Business Enterprise, Operations and Institutional Advancement. The evaluation criteria outlined in the RFQ included:

- Prior performance of firm and its consultants, including ability to meet time and budget requirements.
- Appropriate staff size and disciplines.
- Prior experience with similar projects.

- Familiarity with City Colleges of Chicago or similar educational facilities.
- Proposed Solution proposal.
- Compliance with the Minority and Women Business Enterprise Participation Plan of the City Colleges of Chicago.

Oral presentations were held for short-listed firms and based upon the evaluation scoring from the written proposals and oral presentations, the staff recommends acceptance of the proposal from Jacobs Project Management Company.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the RFQ Proposal and determined that Jacobs Project Management Company, subcontracting with the following MBE and WBE firms, remains in compliance with the Board Approved Participation Plan.

MBE Vendors:

Ardmore Associates LLC 33 N. Dearborn, Ste. 1720 Chicago, IL, 60602	Direct Participation 8%	City Certification
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Rodriguez & Associates Inc. 65 E. Wacker Pl. Suite 1501 Chicago, IL 60601	Direct Participation 10%	City Certification
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ERS Enterprises 100 N. LaSalle, Suite 1515 Chicago, IL 60602	Direct Participation 7%	City Certification
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WBE Vendor:

Cotter Consulting, Inc. 100 S. Wacker Dr. Ste. 920 Chicago, IL 60606	Direct Participation 10%	City 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 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: \$7,067,000

Charge to: Administrative Services

Source of Funds: Capital Fund

Restricted Fund:

FY13: 58000 92015 3005031 00079 00000 900301307

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

June 6, 2013- Office of Administrative and Procurement Services