

31887
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

CHILDCARE PLAY LOT RENOVATIONS
ARCHITECTURAL / ENGINEERING DESIGN SERVICES
SITE DESIGN GROUP, LTD.
KENNEDY-KING 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 Kennedy-King College Childcare Play Lot Renovation, including the preparation of plans and specifications to be utilized for estimating, and construction, for the period from June 6, 2013 through June 30, 2014, at a total cost not to exceed \$18,240.

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

USER: Kennedy-King College

TERM:

The term of the agreement with Site Design Group, LTD. will begin on or about June 6, 2013 and will end on the earlier of the date the construction is completed or June 30, 2014.

SCOPE OF SERVICES:

Site Design Group, LTD. will provide engineering design, consultation and planning documents for the installation of the new Childcare Play Lot. The firm will also prepare construction documents and provide construction administration as required for the equipment to enhance the environment for children, parents and faculty. The renovations will include the removal of the existing play lot equipment, installation of the new age appropriate equipment and patching of the padding.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The original play lot was intended for children ages 5-12, however the consistent clientele at the childcare facility are children between the ages of 3-5. This project will provide age appropriate equipment, creating a safer and more usable environment for the children who are in our care at the Kennedy-King College Childcare Facility, promoting greater usage of the facility to the benefit of parents and facility alike.

DELIVERABLES:

Complete design and construction documents as required for bidding and facilitate construction process to completion for Winter Semester 2014.

VENDOR SELECTION CRITERIA:

Request for Letters of Interest KK1316 were sent to (6) six engineering design firms selected from the CCC Pre-Qualified Architect/Engineering Design Services List: 1) Altus Works, Inc.; 2) BKV Group ; 3) Cordogan, Clark and Associates; 4) Doyle and Associates; 5) Globetrotters Engineering; and 6) Site Design Group.

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

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 Akiba Schechter Jewish Day School (Playground Design/Landscape Architecture), JRC Children's Play Garden (Natural play space for pre-school children) and Near North Montessori School Children's Garden (Prime Consultant for a natural play space).

The Office of Administrative and Procurement Services has negotiated the fee to be paid on the design portion of the approved Childcare Play Lot based on published CDB Guidelines for projects of this nature, and based on a budget of \$15,290. Pursuant to Board Report 31673 adopted on December 7, 2012, Site Design Group, Ltd. was approved to provide architectural and engineering services for the Olive-Harvey wetlands Boardwalk in an amount not to exceed \$75,438. Pursuant to Board Policy, expenditures to a single vendor over \$25,000 in a fiscal year require Board approval.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the above referenced proposal and has determined Site Design Group, LTD. is in compliance with the Board Approved Participation Plan as follows:

MBE Vendor:

Site Design	Direct Participation (Prime)	City of Chicago
888 S. Michigan Ave.	84%	
Chicago, IL 60605		

WBE Vendor:

Terra Engineering
225 W. Ohio St.
Chicago, IL 60654

Direct Participation
16%

City of Chicago

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 II, Section 2.6.4(b) of the Board Rules for Management and Government.

Ethics – The Board’s Ethics Policy adopted January 7, 1993, as amended from time to time shall be incorporated into and made a part of the agreements.

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 – FY14: \$18,240

Charge to: Kennedy-King College

Sources of funds: Capital Fund

Respectfully submitted,

Cheryl L. Hyman
Chancellor

June 6, 2013 – Office of Administrative Services – District Office