

32152
ADOPTED - BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
JANUARY 9, 2014

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

COMMISSIONING EXISTING SYSTEMS
CYCLONE ENERGY GROUP
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 Cyclone Energy Group to provide commissioning services at Kennedy-King College (KKC) which includes reviewing existing systems and schedules for proper operation, adjusting mechanical schedules where advisable, and reviewing the drainage system in the U Building kitchens at a total cost not to exceed \$70,000.

VENDOR: Cyclone Energy Group
819 South Wabash, Suite 212
Chicago, Illinois 60605

USER: Kennedy-King College

TERM:

The term of the agreement will commence no sooner than January 9, 2014 and continue through December 31, 2014.

SCOPE OF SERVICES:

Cyclone Energy Services will provide the following services as per contract:

- Review existing conditions with regard to building automation systems, HVAC systems, lighting systems, hot water systems, pool systems, and kitchen plumbing.
- Survey entire site.
- Make adjustments to schedules where appropriate.
- Test mechanical systems for proper operation in accordance with design intent.
- Review energy bills and profiles.
- Calculate maintenance savings.
- Test select equipment.
- Provide a final report and debrief to CCC.

The Office of Administrative and Procurement Services has negotiated the fee based on industry standards for comparable assignments. As previously reported to the Board, work would be assigned to the highest ranked vendor in descending order. Cyclone Energy Group was the next highest ranked vendor with an average score of 86 from the pre-qualified pool.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Commissioning of existing systems is a beneficial to the owner for energy savings and extending equipment useful life. Commissioning also provides assurances to the owner that the systems installed operate as designed.

DELIVERABLES:

Cyclone Energy Group will: 1) Conduct on onsite investigation of the mechanical systems at KKC; 2) Review equipment for proper operation and scheduling; 3) Make adjustments to the scheduler as appropriate; 4) Investigate the kitchen drainage in the U Building; and 5) Deliver a final report to CCC.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report #31882, the Board approved a pre-qualified pool of vendors to provide commissioning agent services as needed. Specifications were prepared by District Procurement staff and a Request for Qualifications (RFQ) #MWJ1306 was publically advertised on May 10, 2013. Twenty (20) vendors were contacted. On May 20, 2013, the following nine (9) firms responded to this RFQ; 1) SSRcx; 2) Cyclone Energy Group; 3) Farnsworth Group, Inc.; 4) Primera Engineers, Ltd.; 5) Globetrotters Engineering Corporation; 6) Henneman Engineering, Inc.; 7) KJWW Engineering Consultants; 8) Stanley Consultants, Inc.; and 9) Compliance Team, Inc.

All responses were reviewed, evaluated and ranked by a selection committee staff which included the Offices of Administrative and Procurement Services, Operations and Malcolm X College.

Firms were evaluated based upon the following criteria:

- Prior performance of firm and its consultants
- Appropriate staff size and disciplines
- Percentage of firm devoted to commissioning
- Approach to commissioning
- Energy modeling experience
- MBE/WBE Compliance

Based on the evaluation scoring of the written proposals, the committee has determined that the following companies be included in the pre-qualified pool to provide commissioning services: 1) SSCRX; 2) Cyclone Energy Group; 3) Farnsworth Group, Inc.; 4) Primera Engineers, Ltd.; and 5) Globetrotters Engineering Corporation.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the proposed agreement and has determined that Cyclone Energy Group is in compliance with the Board Approved Participation Plan:

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Direct or Indirect</u>	<u>Certifying Agency</u>
Sigma Engineering 27 E. Monroe St., Ste. 700 Chicago, IL 60603	MBE	25	Direct	City of Chicago
HJ Kessler Associates, Inc. 3660 N. Lake Shore Dr. Chicago, IL 60613	WBE	7	Direct	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 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: \$70,000.00

Charge to: Kennedy-King College

Sources of funds: Capital Fund

Restricted Fund

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Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

January 9, 2014 – Office of Administrative and Procurement Services – District Office