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**ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
NOVEMBER 10, 2014**

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

**EXTENSION OF CONTRACT FOR OLIVE-HARVEY MATH EMPORIUM
ARCHITECTURAL/ ENGINEERING DESIGN SERVICES
KOO AND ASSOCIATES, LTD.
(AMENDMENT TO BOARD REPORT #31716, ADOPTED JANUARY 10, 2013)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to extend the agreement with Koo and Associates, Ltd., Board Report #31716 adopted January 10, 2013, to provide architectural and engineering design services for the Olive-Harvey Math Emporium, from July 1, 2014 through the January 30, 2015 for no additional cost.

VENDOR: Koo and Associates, Ltd.
2625 South Loomis Street
Chicago, Illinois 60608

USER: Olive-Harvey College

ORIGINAL TERM:

The term of the agreement began on April 19, 2013 and will end on the earlier of the date of completed construction or June 30, 2014.

EXTENDED TERM:

The extended term of this agreement commenced on July 1, 2014 and shall end on January 30, 2015.

SCOPE OF SERVICES:

The scope consists of an assessment of existing rooms on the 3rd floor, review of existing architectural and MEP drawings; estimate cost of construction; documentation of all requirements necessary to comply with all City, State and Federal building codes, that affect this project; preparation of architectural/Interior Design drawings and specification documents to support the public bidding phase of demolition, architectural, MEP, IT/AV scopes, and provision of any other necessary architectural and engineering support required to properly execute this project.

The main objective of this project is to combine and renovate 4 existing rooms to support the new Math Emporium Initiative. The locations affected by this project are Rooms 3115, 3414A, 3414 and 3414B. The new consolidated space will consist of one large room to accommodate 90-100 students and one smaller adjacent room to support a more focused tutoring approach for 10 to 15 students. The larger room will be an open space environment where students can work with instructors on their assignments. Each student workstation will have a computer, and desks will be provided for 2 to 3 staff tutors. The smaller room will be used to provide more individualized instruction and tutoring.

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Math Emporium supports CCC's Reinvention Goal #1 by helping students achieve the math competencies that will enable them succeed in basic and advanced degree programs.

The completed project will enable Olive-Harvey College to more centrally serve all of their developmental math students, because all students with remedial math classes in any given day part would be reporting to once central Math Emporium class/lab with professors and embedded tutoring—saving space and maximizing human resources in the process.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report #31716 the Board authorized an agreement with KOO and Associates, Ltd. to provide architectural and engineering design services for the Olive-Harvey Math Emporium. Letters of Interest were sent to five (5) architectural design firms selected from the CCC Pre-Qualified Architects List:

- 1) KOO and Associates Ltd.
- 2) RADA Architects Ltd.
- 3) Ross Barney Architects
- 4) UrbanWorks
- 5) IDEA Architects

Four (4) firms responded:

- 1) KOO and Associates Ltd.
- 2) RADA Architects Ltd.
- 3) Ross Barney Architects
- 4) UrbanWorks

Firms were evaluated based upon the following criteria by the Office of Administrative and Procurement Services and Olive-Harvey College staff:

- 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 interested submitted, KOO and Associates Ltd. was selected as the most qualified to provide services for this project based, in part, on design of Flash Point Academy (Chicago, Illinois). Flash Point Academy is a computer technology lab that supports graphic design, gaming, movie making, and multi-media applications for various industries. The concept is comparable to the design concept we intend to achieve for the Olive Harvey Math Emporium. The Office of Administrative and Procurement Service has negotiated the fee to be paid on the design portion of the approved Math Emporium based on published CDB Guidelines for projects of this nature based on a budget of \$900,000.

MBE/WBE COMPLIANCE:

The Office of M/WBE Contract Compliance has reviewed the proposed extension has determined that the vendor is in compliance with the Board Approved Participation Plan:

<u>Vendor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
KOO and Associates, Ltd. 53 W. Jackson Blvd. Ste. 235 Chicago, IL 60606	MBE (Prime)	93	Direct	City of Chicago
Archi Tech 111 E. Busse Ave. Ste. 601 Mount Prospect, IL 60056	WBE	7	Direct	Cook County

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: No additional cost.

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

November 10, 2014 – Office of Administrative and Procurement Services – District Office