

32610
ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
APRIL 9, 2015

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

COMMISSIONING UPGRADED SYSTEMS AND EQUIPMENT
GLOBETROTTERS ENGINEERING CORPORATION
DAWSON TECHNICAL INSTITUTE
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to execute an agreement with Globetrotters Engineering Corporation to provide commissioning services at Dawson Technical Institute (DTI) which includes reviewing newly installed systems and schedules for proper operation and adjusting mechanical schedules for the period commencing no sooner than April 9, 2015 through June 30, 2016, at a total cost not to exceed \$380,000.

VENDOR: Globetrotters Engineering Corporation
300 South Wacker Drive
Chicago, Illinois, 60606

USER: Dawson Technical Institute

TERM:

The term of the agreement shall commence no sooner than April 9, 2015 and will continue through June 30, 2016.

SCOPE OF SERVICES:

Globetrotters Engineering Corporation will provide the following services:

- Review new conditions with regard to building automation systems, HVAC systems, lighting systems, and hot water systems.
- Make adjustments to schedules where appropriate.
- Test mechanical systems for proper operation in accordance with design intent.
- Review energy bills and profiles.
- Test select equipment.
- Assist in LEED Accreditation.
- Provide a final commissioning 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. Globetrotters Engineering Corporation was the next highest ranked vendor with an average score of 81 from the pre-qualified pool.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Commissioning of existing systems is 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.

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 the 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 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 MBE/WBE Compliance has reviewed the proposed agreement and determined 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>
Globetrotters Engineering	MBE (Prime)	70	Direct	City of Chicago

300 S. Wacker Drive Chicago, IL 60606				
SPANN Tech 311 S. Wacker Chicago, IL 60606	WBE	10	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 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: \$380,000

Charge to: Dawson Technical Institute

Source of Funds:

FY15: 580000-92015-1105031-70000

Respectfully submitted,

**Cheryl L. Hyman
Chancellor**

April 9, 2015 – Office of Administrative and Procurement Services