

33408

ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
MARCH 1, 2018

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

**PREQUALIFIED COMMISSIONING AGENTS
COMMISSIONING SERVICES
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES
DISTRICT WIDE
(RENEWAL OPTION)**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair to exercise the final renewal option with the pre-qualified Commissioning Agent Companies listed for the period from June 10, 2013 through March 31, 2019.

**PRE-QUALIFIED
VENDORS:**

SSRCx
3333 Warrenville Road,
Suite 200
Lisle, Illinois 60532

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

Farnsworth Group
200 West College Avenue
Suite 301
Normal, Illinois 61761

Primera Engineers, Ltd.
100 South Wacker Drive, Ste 700
Suite 700
Chicago, IL 60606

Globetrotters Engineering Corp.
300 South Wacker Drive
Suite 400
Chicago, Illinois 60606

USER: District Wide

INITIAL TERM:

The term of the agreement will commence upon Board approval through March 2017.

FIRST RENEWAL TERM:

The term of the agreement extension commenced on April 1, 2017 and shall end March 31, 2018 with one (1) additional option year remaining.

FINAL RENEWAL TERM:

The final term of the agreement will commence upon Board approval and end March 31, 2019.

SCOPE OF SERVICES:

Commissioning is the process of planning, documenting, scheduling, testing, adjusting, verifying, and training, to provide a facility that operates as a fully functional system per an Owner's Project Requirements. The goal of the Commissioning Process is to enhance the quality of the delivered project by focusing the design and construction team on the Owner's goals for a functional and energy efficient building.

City Colleges of Chicago intends to use the pool of pre-qualified vendors to provide commissioning services for various projects within the District.

The Office of Administrative and Procurement Services has negotiated the fee based on industry standards for comparable assignments. Functional Performance testing has required the Commissioning Agent to make multiple site visits for observation and confirmation.

BENEFIT TO CITY COLLEGES OF CHICAGO:

Commissioning provides assurances to the owner that the systems installed will operate as designed. Functional Performance Testing of each of the Air Handling Units, Cooling Towers and perimeter hot water system is critical to ongoing operation of the College, and several Air handling units have yet to satisfy all of the approximately 300 tests performed on each unit.

VENDOR SELECTION CRITERIA:

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 SSRCx, was the most qualified to provide the services for the Malcolm X project based on its level of experience in commissioning hospitals and higher education facilities.

MBE/WBE COMPLIANCE:

The Office of Contract Compliance has reviewed the proposed renewal agreement for the approved pool of Commissioning Services firms and has determined the vendors will comply with the Board Approved Plan on subsequent assignments by using the following utilization plans:

PREQUALIFIED POOL OF VENDORS:

<u>Vendor Approved for Pool</u>	<u>MBE/WBE Subcontractor</u>	<u>MBE or WBE</u>	<u>%</u>	<u>Direct or Indirect</u>	<u>Certifying Agency</u>
Globetrotters Engineering 300 S. Wacker Chicago, IL 60606	Globetrotters Engineering 300 S. Wacker Chicago, IL 60606	MBE	70	Direct	City of Chicago
	SPANN Tech 311 S. Wacker Dr. Chicago, IL 60606	WBE	10	Direct	City of Chicago
SSRCx Facilities Commissioning 3333 Warrenville Road Lisle, IL 60532	Design Verification International 332 S. Michigan Chicago, IL 60605	MBE	25	Direct	Cook County
Primera Engineers, Ltd. 100 S. Wacker Chicago, IL 60606	Primera Engineers, Ltd. 100 S. Wacker Chicago, IL 60606	WBE	90	Direct	City of Chicago
	Shelton Solutions, Inc. 7643 S. Indiana Chicago, IL 60619	WBE	10	Direct	City of Chicago
Farnsworth Group 821 S. Main St. Deforest, WI 53532	Salus, Inc. 1146 Waukegan Rd. Waukegan, IL	MBE	25	Direct	City of Chicago
	Yagla Engineering Services 3255 Hillcrest Road Geneva, IL 60134	WBE		Direct	City of Chicago

Cyclone Energy Group 1819 S. Michigan Ave. Chicago, IL 60616	Sigma Engineering 27 East Monroe 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 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: \$0

Charge to: N/A

Sources of Funds: N/A

FY18: N/A

Respectfully submitted,

Juan Salgado
Chancellor

March 1, 2018 – Office of Administrative and Procurement Services