

34643

**ADOPTED – BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
NOVEMBER 3, 2022**

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

**ARCHITECTURAL AND ENGINEERING DESIGN SERVICES
TILTON, KELLY & BELL, LLC
OFFICE OF ADMINISTRATIVE AND PROCUREMENT SERVICES
TRUMAN COLLEGE**

THE CHANCELLOR RECOMMENDS:

that the Board of Trustees authorizes the Chair, upon approval of the General Counsel to the legal form of such agreements, to enter an agreement with Tilton Kelly & Bell, LLC to provide design and engineering professional services, construction documents, and construction administration services for the renovation of the Truman Biology Labs for a term starting no sooner than November 3, 2022 through December 31, 2025 for total cost not to exceed cost of \$219,494.

VENDOR: Tilton, Kelly, & Bell LLC
55 W. Monroe St, Suite 1975
Chicago, IL 60603

USER: Truman College

TERM:

The term of the agreement shall commence on no sooner than November 3, 2022 and shall end on December 31, 2025 with an option to renew for one (1) one-year period.

SCOPE OF SERVICES:

Tilton, Kelly, & Bell LLC shall provide design & engineering services to cover the following scope for the renovations of the Microbiology Lab, Anatomy & Physiology lab, and a lab prep area:

- Contract Document: review & minor modifications to 90% complete design drawings, code analysis, and updated construction estimate
- Permitting, bid documents, and procurement support
- Contract administration
- Design, prepare bid documents, oversee bidding process and bid evaluation
- Permit and inspections

BENEFIT TO CITY COLLEGES OF CHICAGO:

The Office of Administrative Services and Procurement Services has reviewed this request for services and has determined that it would be in the best interest of Truman College to Purchase engineering services from Tilton Kelly & Bell to complete the design of the biology labs started in 2019 but was subsequently put on hold during the pandemic.

VENDOR SELECTION CRITERIA:

Pursuant to Board Report 34097, Tilton, Kelly & Bell LLC was pre-qualified to provide full architectural, engineering, construction management/ administration and project management services to the District. Tilton, Kelly, & Bell was selected for this work due to their extensive experience with higher education and science lab work in general, as well as specific knowledge of this project that will allow work to proceed in the most timely and efficient manner.

MBE/WBE COMPLIANCE:

The Office of Contract Compliance has reviewed the proposed agreement and has found the Vendor to be in compliance with the Board Approved Participation Plan:

<u>Vendor</u>	<u>MBE or</u>	<u>%</u>	<u>Participation</u>	<u>Certifying Agency</u>
Tilton Kelly & Bell 55 W. Monroe St, Suite 1975 Chicago, IL 60603	WBE	54%	Direct	City of Chicago
CCS International 1815 S. Meters Rd., Suite 1070 Oakbrook Terrace, IL 60181	MBE	3%	Direct	City of Chicago
CCJM Engineers. LTD 303 E. Wacker Dr., Suite 303 Chicago, IL 60601	MBE	18%	Direct	City of Chicago
Environmental Design International Inc. 33 W. Monroe St. Suite 1825 Chicago, IL 60603	MBE	6%	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: \$219,494

Charge To: Office of Administrative and Procurement Services, Malcolm X College

Source of Funds: Capital Fund

FY23: 530000-92015-4005031-70000

Respectfully submitted,

**Juan Salgado
Chancellor**

November 3, 2022 – Office of Administrative and Procurement Services