NON-MANDATORY PRE-BID CONFERENCE MEETING AGENDA

Public Building Commission of Chicago | Richard J. Daley Center | 50 West Washington Street, Room 200 | Chicago, Illinois 60602 | (312) 744-3090 | pbcchicago.com

Meeting Date:	November 19, 2019	**Meeting Subject:**	**PRE-BID CONFERENCE**
Meeting Time:	10:00 AM	**Project Name:**	Legler Regional Library Renovations
Meeting Location:	Legler Regional Library 115 South Pulaski Road Chicago, Illinois 60624	**Project Address:** **Project Number:**	115 South Pulaski Road Chicago, Illinois 60624 08310
Meeting Facilitator:	Patricia Montenegro Contract Officer	**Contract Number:**	C1597

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1. **Welcome and Introductions**

2. **Project Overview** – Ariel Vaca, Project Manager
   a. Project Overview
      i. Architect of Record
         a) RATIO Design – John Garb, AIA
      ii. Scope of Work
      iii. Phasing Plan
   b. Time of Completion {Book 1, Page 6, §II.E.}
      i. **Legler Regional Library Renovations**
         a) **Substantial Completion (Area A and B):** NTP through July 3, 2020 - All work associated with the interior and exterior building renovation and site improvements including the Public Right of Way (PROW), in accordance with the Contract Documents
         b) **Schedule Milestone #1 (Area C):** July 4, 2019 through August 28, 2020 - All work associated with interior renovations, in accordance with the Contract Documents.
      ii. **Liquidated Damages** {Book 1, Page 6, §II.H.}
         a) **$1,500 per day**

3. **Procurement Requirements and Contract Documents** – Patricia Montenegro, Deputy Director of Procurement
   a. Construction Contract Documents
      i. Books 1, 2, 3, and drawings are available at:
      Aloha Print Group
      60 East Van Buren Street, Suite S-1502
      Chicago, Illinois 60605
      Contact Name: Virginia (Ginger) Peak
      Telephone number: 312.542.1300
      https://www.alohaprintgroup.com/plan-room.aspx

   b. Non-Mandatory **Technical Review** Meeting {Book 1, Page 5, § II. (A)(10)}
      i. PBC will host one (1) Non-Mandatory Technical Review Meeting as follows:

      Tuesday, November 19, 2019 at 10:30 a.m. at the Legler Regional Library located at 115 South Pulaski Road, in Chicago, Illinois 60624.

   c. Non-Mandatory **Site Visit** {Book 1, Page 5, §II. (A)(11)}
      i. PBC will host one (1) Non-Mandatory Site Visit as follows:

      Tuesday, November 19, 2019 immediately following the Technical Review Meeting at the Legler Regional Library located at 115 South Pulaski Road, in Chicago, Illinois 60624.

      Bidders shall be responsible for inspecting the Site to become familiar with the conditions relating to the Work to be performed, the facilities involved, and the site logistics required in the successful performance of this Contract. Failure of the Bidders to visit the Site shall not relieve or alter the Bidder's responsibility for completing the Work as required by the Contract Documents.

d. Requests for Information/Questions Deadline {Book 1, page 7, §III. (A)}
   i. Questions are due no later than **Friday, November 22, 2019 by 4:30 p.m.**
   ii. Must be submitted in writing, via email to PBC's Sole Point of Contact: Patricia Montenegro, Contract Officer: patricia.montenegro@cityofchicago.org

e. Bid Due Date and Opening/Submittal Requirements {Book 1, Page 5, §II. (A)(13)}
   i. **Bids are due Thursday, December 5, 2019 by 11:00 a.m.** and a Public Bid Opening will be held immediately following receipt of bids in the PBC Board Room on the 2nd floor of the Richard J. Daley Center, 50 West Washington Street, in Chicago, Illinois 60602.
   ii. Two single-sided, fully executed, and sealed bids, including Bid Bonds, are due at the office of the Public Building Commission, Richard J Daley Center, 50 West Washington, Room 200, Chicago, Illinois 60602.
   iii. Sealed packages must be received and stamped by our Front Desk Personnel by the designated due date/time.

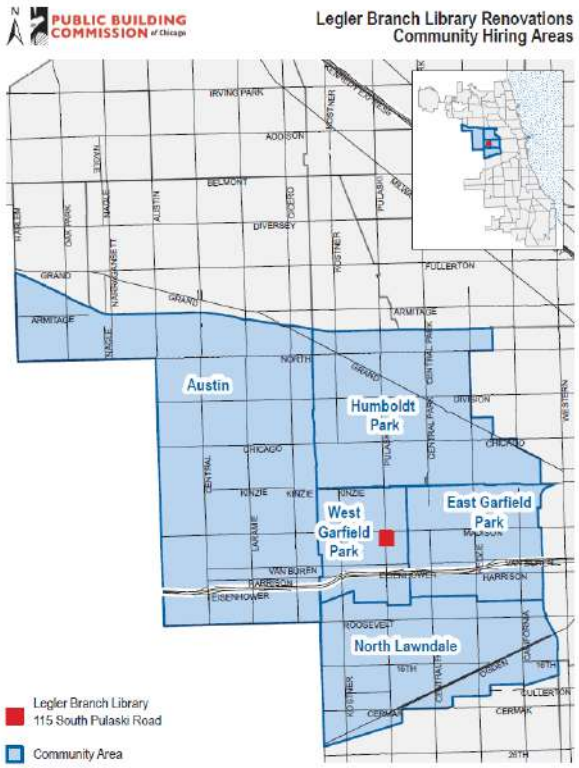
f. Pre-Award Meeting/Submittal Requirements {Book 1, Page 5, §II. (A)(19)}
   i. A **Pre-Award Meeting is tentatively scheduled for Monday, December 9, 2019 at 10:30 a.m.** in the PBC Board Room on the 2nd floor of the Richard J. Daley Center, 50 West Washington Street, in Chicago, Illinois 60602.
   For this meeting, the Lowest Responsive and Responsible Bidder shall be required to:
      a. Have, at minimum, the Project Executive, Project Manager (if known), and Cost Estimator in attendance at the meeting
      b. Invite principals of all MBE/WBE Subcontractors listed on Schedule D
      c. Provide and be prepared to discuss the Schedule of Values for the project
      d. Provide a list of Pre-Award meeting attendees in advance of the meeting.

g. Notice of Award: {Book 1, Page 5, §II. (A)(20)}
   i. Anticipated to be issued following **December 2019** PBC Board of Commissioners Meeting.
   ii. The successful General Contractor will be required to return a compliant Certificate of Insurance and Payment and Performance Bond within seven (7) days of the issuance of the Notice of Award.

4. Book 1 and Book 2 Highlights – Lori Lypson, Chief of Staff

a. Construction Budget (Book 1, page 4) – $6,500,000.00
b. List of Prequalified General Contractors (Book 1, page 5) – Class A and B
c. Mandatory Project Staffing (Book 1, page 6)
d. Scheduling Software Requirements (Book 1, page 6)
e. Liquidated Damages (Book 1, page 5)
f. Prevailing Wage Rates (Book 1, page 7) (Prevailing Wage Act 820 ILCS 130/1-12)
   i. LCP Tracker – Electronic payroll submission
g. MBE and WBE (Book 1 Page 5, Book 2 Page 122-153)
   i. **20% MBE and 4.6% WBE**
   ii. City and County Certifications only
   iii. B2Gnow: MBE/WBE Compliance monitoring
   iv. Established Business, Manufacturers, Suppliers, and Brokers
   v. Schedule D
   vi. Schedule C
h. Schedule B – Joint Venture Affidavit (Book 1, page 22)
   i. JV Agreement and Certification Letter
i. Bid Form (Book 1, page 14)
j. Community Hiring - 7.5% (Book 1, page 10) (Book 2, page 108 of 153)
k. Basis of Award
   i. Award Criteria Figure
      a. Maximum 70% - Minority Journeywork, Apprentice, and Laborer
      b. Maximum 15% - Female Journeywork, Apprentice, and Laborer
   ii. 50% - City of Chicago Residents
l. Assist Agency List (Book 1, page 49 – Exhibit 4)
m. MBE/WBE Special Conditions (Book 2, Article 23, page 116 of 153)

NOTES


PUBLIC BUILDING COMMISSION of Chicago
Legler Branch Library Renovations
Community Hiring Areas
Austin
Humboldt Park
West Garfield Park
East Garfield Park
North Lawndale
Legler Branch Library
115 South Pulaski Road
Community Area

PBC ASSIST AGENCIES

Assist agencies are chambers of commerce and not-for-profit agencies that represent the interests of small, minority- and/or women-owned businesses. For the most up-to-date contact information, visit pbcchicago.com/doing-business/assist-agencies/

African American Contractors Association *		
P.O. Box #19670 Chicago, IL 60619	Omar Shareef (312) 915-5960	aacanatlassoc@gmail.com aacanatl.org
Black Contractors United *		
12000 S Marshfield Ave Calumet Park, IL 60827	Carole Williams (708) 389-5730	bcunewera@att.net blackcontractorsunited.com
CANDO Corporation		
1633 S Michigan Ave Chicago, IL 60615	LaVerne Hall (312) 488-9338	LHall@candocorp.net
Chatham Business Association: Small Business Development, Inc.		
800 E 78th St Chicago, IL 60619	Melinda Kelly (773) 994-5006	melindakelly@cbaworks.org cbaworks.org
Chicago Urban League		
4510 S Michigan Ave Chicago, IL 60653	Jason Johnson (773) 451-3547	jjohnson@thechicagourbanleague.org thechicagourbanleague.org
Chicago Women in Trades *		
2444 W 16th St Chicago, IL 60608	Jayne Vellinga (312) 942-1444	jvellinga@cwit2.org chicagowomenintrades2.org
ConstructConnect		
ATTN: Adam Weiss 111 W Washington, #1700 Chicago, IL 60602	Cassidy Bailey (800) 364.2059 ext. 7204	cassidy.bailey@constructconnect.com ConstructConnect.com
Construction Business Development Center at Prairie State College		
202 S Halsted St Chicago Heights, IL 60411	Paul Murtagh (708) 709-3692	pmurtagh@prairiestate.edu prairiestate.edu
Federation of Women Contractors *		
4210 W Irving Park Rd Chicago, IL 60641	Beth Doria (312) 360-1122	fwcchicago@aol.com fwcchicago.com
Hispanic American Construction Industry Association		
650 W Lake St, #415 Chicago, IL 60661	Jorge Perez (312) 575-0389	jperez@haciaworks.org haciaworks.org
Illinois Black Chamber Of Commerce		
411 Hamilton Blvd, #1404 Peoria, IL 61602	Kenyatta Fisher (309) 740-4430	larryivory@illinoisblackchamber.org illinoisblackchamber.org
Latin American Chamber Of Commerce		
3512 W Fullerton Ave Chicago, IL 60647	D. Lorenzo Padron (773) 252-5211	d.lorenzopadron@laccusa.com laccusa.com
Rainbow/PUSH Coalition		
930 E 50th St Chicago, IL 60615	John Mitchell (773) 256-2766	jmitchell@rainbowpush.org rainbowpush.org
South Shore Chamber, Inc.		
1750 E 71st St Chicago, IL 60649	Tonya Trice (773) 955-9508	trice@southshorechamberinc.org southshorechamberinc.org
Women's Business Development Center		
8 S Michigan Ave, #400 Chicago, IL 60603	Frieda Curry (312) 853-3477	fcurry@wbdc.org wbdc.org
Women Construction Owners & Executives *		
308 Circle Ave Forest Park, IL 60130	Mary Kay Minaghan (708) 366-1250	mkm@mkmservices.com wcoeusa.org
U.S. Minority Contractors Association		
1250 Grove Ave, #200 Barrington, IL 60010	Larry Bullock (847) 852-5010	larry.bullock@usminoritycontractors.org usminoritycontractors.org

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** Firm only receives electronic notification of PBC IFB Documents*