



# Public Building Commission of Chicago Professional Services

## Requisition for PBC Approval

**Project Name:** Southeast Area Elementary School **Date:** 03.26.09  
**Project Location:** 105th & Indianapolis **Project Number:** 05310  
**Owner Agency:** Chicago Public Schools **PS Number:** PS 1452 - Amendment 01  
**Project Services:** ALTA Survey - Additional Information for Acquisition **Project Manager:** Suzie Ekaitis  
**Property Ownership:** Various

Contract Type:	Request Type:	Pre-Qualified Specialty Services:
<input type="checkbox"/> New Contract <input checked="" type="checkbox"/> Existing Contract <input type="checkbox"/> Continuation of Previous Service/Work (provide description of previous work completed)	<input checked="" type="checkbox"/> Request for Services (1) <input type="checkbox"/> Suborder under Term Agreement <input type="checkbox"/> Subconsultant Approval <input type="checkbox"/> Request for Services; Utilities/ City Departments <input type="checkbox"/> Request for Services over \$25,000 Requires Board Approval	<input type="checkbox"/> Bid Proposal Request for: <input type="checkbox"/> Phase I Environmental (Under \$50,000) <input type="checkbox"/> Phase II Environmental (Under \$250,000) <input type="checkbox"/> Environmental Design (Under \$50,000) <input checked="" type="checkbox"/> Surveying (Under \$50,000) <input type="checkbox"/> Commissioning (Under \$125,000) <input type="checkbox"/> Materials Testing (Under \$150,000)

(1) Note: This Request for Service is governed by the terms and conditions set forth in the "Standard Terms and Conditions for Professional Services for Projects of \$25,000.00 or less", dated February 26, 2001, as amended and incorporated as if fully set forth here by this reference and by any Exhibits or Attachments to this Request for Service. Such Standard Terms and Conditions for Professional Services for Projects of \$25,000.00 or less are available from the PBC's website at: [www.pbcchicago.com/subhtml/standard.asp](http://www.pbcchicago.com/subhtml/standard.asp).

Vendor Information:	
<b>Vendor Name:</b> Tecma Associates, Inc.	<b>Phone Number:</b> 773.763.5555
<b>Vendor Address:</b> 5519 N. Cumberland Avenue, Ste 1010 Chicago, IL 60602	<b>Contact Name:</b> Manuel E. Palma
<b>Subconsultant Name (if applicable):</b>	<input type="checkbox"/> Please Mail Payment
<b>Subconsultant Services (if applicable):</b>	

<b>Scope of Services:</b>	<p>Additional property surveying services requested by Neal &amp; Leroy as necessary for the acquisition and property consolidation of parcels necessary in order to construct this school.</p> <p>Tecma completed the original ALTA survey for this site, and will now perform the following services to assist with the acquisition process:</p> <ul style="list-style-type: none"> <li>a) Update of the original ALTA survey, detailing the individual private properties to be acquired into a plat covering the whole block with all public alleys included.</li> <li>b) Plat of vacation.</li> <li>c) Plats of survey for the five individual properties to be acquired.</li> </ul>
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<b>Budget Code:</b> 513163	<b>TOTAL:</b> \$5,300.00
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Approvals:			
<b>Project Manager:</b> <i>Suzanne Felton</i>	Date: 03.26.09	<b>Executive Director:</b> <i>[Signature]</i>	Date: 4/7/09
<b>Director of Development Planning:</b> <i>[Signature]</i>	Date: 3/27/09	<b>Director of Procurement:</b> <i>[Signature]</i>	Date: 3/31/09

For Internal Use Only: Received by: *Al Zamboni* Date Received: 4-14-09 *May. Bd.*



# TECMA ASSOCIATES, INC.

5519 N. Cumberland Ave. Suite 1010 Chicago, IL 60656 Ph: 773.763.5555 Fax: 773.763.5577

March 17, 2009

Kimberly R. Smith  
Planning Coordinator  
Public Building Commission of Chicago  
50 W. Washington Street, Room 200  
Chicago, IL 60602

Re: **Proposal**  
Southeast Elementary PS # 1452  
Additional Field Survey Services

Dear Ms. Smith:

As requested, we propose to perform additional property survey services in support to the needs of the PBC's hired legal entity in the purchase and property consolidation of the proposed School Site. Not to exceed estimates are as follows:

- |   |            |
|---|------------|
| a) Updating the plat already prepared indicating private properties to be acquired into a plat covering the whole block with all public alleys as part of it. | \$1,600.00 |
| b) Plat of Vacation if needed.  | \$1,200.00 |
| c) Plat of Survey of five (5) properties (5x\$520.00) if needed.  | \$2,500.00 |

Personnel that will work on this project are as follows:

Manuel E. Palma	PLS	\$60.00/Hr.
Jana Wachterova	Survey Party Chief	\$25.00/Hr.
Darshita Patel	Engineer	\$22.00/Hr.
Danilo Quequep	Survey Party Chief	\$20.00/Hr.
Carlos Burneo	Instrument Person	\$17.00/Hr.
Ermin Skrebo	Rod Person	\$15.00/Hr.

Our overhead rate is 100.26% and will be shown when we submit our invoice.

Very truly yours,

  
Manuel E. Palma, P.E. PLS  
Partner

cc: file