



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

Date of Issue: February 7, 2017
Meeting Date: February 7, 2017
Meeting Time: 10:00 AM
Meeting Location: Daley College Auditorium - 1307 7500 S. Pulaski Rd Chicago, Illinois
Meeting Facilitator: Raven A. DeVaughn Director of Procurement
Meeting Subject: Pre-Submission Conference – PS2083R
Project Name: Daley College Advanced Manufacturing Center
Project Number: 03710
Project Address: 7500 S. Pulaski Rd. Chicago, Illinois

1. Welcome
2. **Design Overview** – Elizabeth Scanlan, Deputy Managing Architect
 - a. Design Guiding Principles
 - b. Project Scope
 - c. Daley College Campus Aerial
3. **Construction Overview** – Ray Giderof, Director of Construction
 - a. Execution Strategy
 - b. Overall Schedule
4. **Procurement Timeline and Instructions** – Raven A. DeVaughn, Director of Procurement
 - a. Two Phase Design-Build Services
 - b. Sole Point of Contact: Raven A. DeVaughn, Contract Officer, raven.devaughn@cityofchicago.org (page 3 of 256)
 - c. Procurement Timeline
 - i. *Issue RFP for Design-Build Services – January 25, 2017*
 - ii. Pre-Submission Conference – February 7, 2017
 - iii. **Due Date and Time for Phase I RFP Submissions - 11:00 a.m. February 23, 2017**
 - iv. Due Date and Time for Phase II (Technical and Cost) Submissions (*tentative*) – April 6, 2017
 - v. PBC Evaluation of Phase II Proposals and Interviews (*tentative*) – April 7-20, 2017
 - vi. PBC Board Meeting (*tentative*) – May 9, 2017
 - d. RFP Submission Requirements
 - i. Number of Copies
 1. Submit **1 signed, single-sided, bound ORIGINAL (marked as such)**
 2. Submit **2 double-sided, bound paper copies**
 3. Submit **9 electronic copies on USB Flash Drives** - Electronic Copies must be in a single, searchable pdf on a **labeled** USB Drive (no Compact Discs)
 - e. Organization of Response (page 9 of 256)
 - i. **11** Tabbed Response (with corresponding Table of Contents) labeled as follows:
 1. Executive Summary
 2. Project Examples
 3. Consultant Firms
 4. Capacity or Past Performance in Design-Build Project Delivery
 5. Performance with Timeliness and Completion of Projects
 6. Project Approach and Methodology
 7. MBE/WBE, City Residency, Community Hiring, and EEO Requirements
 8. Key Staff
 9. Financial Capability
 10. Client References
 11. Other Phase I Submittal Requirements

- f. Exhibit A – Form of Design Build Agreement: Books 1 and 2 (page 42 of 256)
- g. Addendums
 - i. Check website regularly: www.pbcchicago.com
- h. Sole Point of Contact: Raven A. DeVaughn, Contract Officer, raven.devaughn@cityofchicago.org

5. **Contract Provisions** – Lori Ann Lypson, Chief of Staff

- a. MBE/WBE Introductions
- b. Form A – MBE/WBE, EEO, Community Hiring, and City Residency Requirements
- c. MBE/WBE (Phase II)
 - i. Schedule D – Affidavit of General Contractor Regarding MBE/WBE Participation
 - ii. Certification (City of Chicago or Cook County)
 - iii. Goals – Professional/Construction
 - 1. 29% MBE
 - 2. 6% WBE
- d. Determining Utilization (Phase II)
 - i. Manufacturer – 100%
 - ii. Distributor or supplier – 60%
 - iii. Broker – 0%
 - iv. Established Business
 - 1. Scale
 - a. 75%
 - b. 50%
 - c. 25%
- e. City Residency Requirement (page 7 of 256)
 - i. 50% of the total construction hours worked on project must be worked by City of Chicago residents
- f. Community Hiring (page 7 of 230)
 - i. 7.5% of the total construction hours worked on project must come from Community Area (see Community Area Map page 245 of 256)
 - ii. PBC and Successful Respondent will host at least 2 community intake sessions to locate viable candidates in the designated Community Area
- g. EEO Requirements
 - i. Minority Journeyworker Project: 40% or more of total Journeyworker hours
 - ii. Minority Laborer Project: 50% or more of total Laborer hours
 - iii. Minority Apprentice Project: 60% or more of total Apprentice hours
 - iv. Female Journeyworker Project: 2% or more of total Journeyworker hours
 - v. Female Laborer Project: 2% or more of total Laborer hours
 - vi. Female Apprentice Project: 2% or more of total Apprentice hours
- h. Software
 - i. LCP Tracker
 - ii. B2G Now
- i. Mandatory Project Staffing Requirements
 - i. The Design/Builder shall assign a Project Manager and a Superintendent to the Project effective as of the date of Notice to Proceed and effective until Final Acceptance. The Project Manager and Superintendent must be available from the date of commencement of construction activities through Final Completion and Acceptance of the Work (including the completion of all Punch List Work).
- j. Prevailing Wages
 - i. City of Chicago Executive Order 2014-1 requiring a minimum wage of at least \$13.00 per hour

6. **Evaluation Criteria Overview-** Raven A. DeVaughn, Director of Procurement
Phase I Evaluation Criteria

PHASE 1- Qualifications Evaluation Criteria		Possible Points
1	**Successful experience with projects of similar size.	6
2	**Successful experience with projects of similar type.	8
3	Lead Designer's or Lead Design Entity's ability and past performance of exceptional architectural design	10
4	**Quality of Proposer's Consultants.	8
5	Capacity or Past performance in Design-Build project delivery.	6
6	**Past performance with timeliness and completion of projects.	10
7	Quality of Proposer's Project Approach and Methodology	12
8	**Demonstrated past performance and/or capacity to meet MBE, WBE, EEO, City Residency, and Community Hiring participation goals	12
9	**Quality of experience of Proposer's Key Staff Members	14
10	**Proposer's commitment to assign Key Staff Members for the duration of the project	2
11	**Proposer's Financial Capability	6
12	**Quality and Content of references provided on representative projects.	4
13	Completeness and comprehensiveness of Proposer's response to Phase I of the RFP	2
Total Qualification Points		100
**Evaluation Criteria Required by Act Public Building Commission Act (50 ILCS 20/3 – 50 ILCS 20/20)		

Phase II Technical Evaluation Criteria (*minimum criteria*)

1. Compliance with objectives of the project
2. Compliance of proposed services to the request for proposal requirements
3. Quality of products or materials proposed
4. Quality of design parameters
5. Design concepts
6. Innovation in meeting the scope and performance criteria
7. Constructability of the proposed project

7. **Q & A**

