



PUBLIC BUILDING COMMISSION
MINUTES OF THE ADMINISTRATIVE OPERATIONS COMMITTEE MEETING HELD AUGUST 3, 2017

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

The Meeting of the Administrative Operations Committee of the Public Building Commission of Chicago was held in the 2nd floor Board Room at the Richard J. Daley Center on August 3, 2017 at 1:00 pm.

The following Committee members were present:

Chairman Jose Maldonado
Commissioner Arnold L. Randall
Commissioner Olga Camargo

Also Present were:

Carina E. Sánchez
Erin O'Keefe
Raven DeVaughn
Ray Giderof
Lori Lypson
Mary Pat Witry
Bryant Payne
Patrice Doyle
Lisa Giderof
Tanya Foucher-Weekley
Liz Granato
James Borkman
Patricia Montenegro
Andre Wiggins, MB Real Estate
Langdon Neal, Neal & Leroy
Nicole Castillo, Neal & Leroy
Queen Sister, QS Contractor

The reading of the minutes of the June 26, 2017 Administrative Operations Committee meeting, which was previously distributed, was dispensed with. Upon motion duly made and seconded the minutes were unanimously adopted.

Pursuant to Section 2.06(g) of the Open Meetings Act, a public comment period was held. No comments or statements were presented by any persons.

The AO Committee heard the following report from the Executive Director.

A report on pending bid openings for Contract 1577 for the Dore Elementary School project located at 7134 West 65th Street and Contract 1579 for the Skinner West Elementary School Project located at 1260 West Adams Street. Four bids for the Dore Elementary School project were received on August 1st and are under review. Bids for the Skinner West Elementary Annex project are due on August 4, 2017 and will be reported at the August 8, 2017 board meeting.

The AO Committee accepted the report from the Executive Director.

The AO Committee heard the following reports from the Director of Finance.

The Director of Finance provided a report on the Q2 2017 budgets for the PBC and the Richard J. Daley Center. The Director of Finance reported on PBC's continuing efforts for cost savings in the Administrative Budget. As of 6/30/2017, the total gross expenses of \$3,985,524 are 39% of the overall budgeted amount for the year. This is a trend of 11% below budget.

The Director of Finance reported favorable year to date budget variances for the following line items:

- personnel services;
- professional service fees;
- legal services and
- office and computer maintenance expenses

The Director of Finance also advised the AO Committee regarding the Daley Center budget as follows: total revenues, year to date, are in line with the approved budgeted amount. Total expenses year to date are 7% under the budgeted amount. Currently, the Daley Center is yielding a net income of \$704,000.00.

The AO Committee accepted the reports from the Director of Finance.

The Chief of Staff reported on the assignment of Professional Service Agreement 1994 with Ardmore Associates for project development services. On August 1, 2017 The Roderick Group completed an asset purchase agreement with Ardmore Associates, an engineering and construction management consulting firm. This action is to assign the current professional service agreement to the new firm, Ardmore Roderick, effective August 1, 2017, who will continue to provide these staffing services to the PBC.

The Executive Director reported that she was made aware that the owner of the Roderick Group has a familial relationship with an employee of the PBC. The PBC has taken required measures to ensure that the PBC remains in compliance of the PBC's ethics rules. Actions taken include; removal of contract authority and any related function whether direct or indirect, the PBC employee was walled off and related duties have been reassigned, the PBC Ethics Officer issued a letter to the employee explaining duties, and the PBC has undertaken a due diligence inquiry. The Chief of staff also reported that the amendment report will be deferred this month.

The AO Committee accepted the reports from the Chief of Staff

The AO Committee heard the following recommendation and reports from the Director of Procurement;

A report on the project specific pre-qualification of general contractors for the Chicago Park District Capital Improvement Program. The Director of Procurement reported that sixteen firms have responded to the advertisement and the responses are under review.

The Director of Procurement also reported on specialty consultant task orders as follows;

A task order issued to GSG Consultants, a MBE firm, for environmental engineering services in the sum of \$586,248.00 for the Read Dunning Middle School project.

A task order issued to Environmental Design International, Inc., a MBE firm, for environmental

engineering services in the sum of \$174,388.50 for the South Side High School project.

Task orders awards for traffic study services as follows;

- DLZ Illinois, Inc. in the sum of \$16,608.00 for the Ebinger Elementary School Annex and \$17,988.00 for the Mt. Greenwood Elementary School Annex project.
- Primera Engineering, Ltd., a MBE firm, in the sum of \$16,580.00 for the Esmond Elementary School Annex project
- Terra Engineering, Inc., a WBE firm, in the sum of \$13,970.00 for the Prussing Elementary School Annex project

The AO Committee accepted the reports provided by the Director of Procurement.

Next, the Chief Development Officer advised the committee that five field orders were approved and issued on two projects as follows;

Lincoln Park High School Renovation / Contractor: C1582 Blinderman Construction – Original Contract Amount: \$16,746,219.00.

Approved Contract Change Orders: \$0.00 Adjusted Contract to Date: \$16,746,219.00.

002 7/27/2017 \$3,218.60	Plaster removal in Room 210 and demolish discovered existing CMU wall.
003 7/13/2017 \$9,331.52	Plumbing revisions in Room 213 and repair leaking clean out in electrical room 044.
004 7/27/2017 \$1,101.10	Install new soffit above the entry of Annex Cafeteria 164. Remove and relocate existing wall mounted speaker
007 7/27/2017 \$1,306.80	Remove existing Linden Tree adjacent to room 013.
Total	\$14,958.02

Edwards Elementary School Annex and Renovation /CM at Risk: PS2036 Berglund Construction – Original Reimbursable Trade Contractor Cost: \$27,439,568.00.

Approved Contract Change Orders: \$42,400.00 Adjusted Contract to Date: \$13,031,400.00

062R 7/13/2017 \$15,700.00	Lintel and steel revisions associated with deteriorated conditions discovered during the masonry demolition at the windows throughout the entire existing school.
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Total: \$15,700.00

The Chief Development Officer also provided a recommendation to approve a change order for the Lincoln Elementary School Annex project for cost impacts associated with weather and utility schedule impacts along with site logistics constraints. The change order also included the deduction of unused commission contract contingency for a net sum of \$373,919.36.

The AO Committee accepted the reports provided by the Chief Development Officer.

An Executive Session was convened pursuant to 51LCS 120/2(11) of the Open Meeting Act, which allows public bodies to hold closed meetings to discuss potential litigation. During Executive Session, Legal

Counsel provided a report regarding proposed settlements for the 12th District Police Station project. Legal Counsel also provided an update on pending litigation.

At the conclusion of Executive Session, the Administrative Operations Committee reconvened into open session and accepted the reports provided by Legal Counsel.

The meeting was adjourned.