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:	February 21, 2018	**Meeting Subject:**	**PRE-BID CONFERENCE**
Meeting Time:	9:30 AM	**Project Name:**	Chicago Park District – Group B
Meeting Location:	McKinley Park Auditorium 2210 West Pershing Avenue Chicago, Illinois 60609	**Facility Name/ Project Address/Project Number**	Harrison Park/1824 S Wood Street – 11305 Archer Park/4901 S Kilbourn Avenue – 11307 Robichaux/9247 S Eggleston Avenue – 11309 McKinley Park/2210 W Pershing Avenue – 11306
Meeting Facilitator:	Patricia Montenegro Contract Officer	**Contract Number:**	C1595

1. **Welcome and Introductions**

2. **Project Overview** – Xavier Alarcon, Project Manager
   a. Project Overview
      i. Architects of Record
         a) Bailey Edward – Harrison Park, Archer Park, Robichaux Park
         b) MoDE Architects, PC – McKinley Park
      ii. Scope of Work
         a) Harrison Park
         b) Archer Park
         c) Robichaux Park
         d) McKinley Park
      iii. Phasing Plan
   b. Time of Completion *{Book 1, Page 7, §II.E.}*
      i. Harrison Park
         a) Schedule Milestone #1: Mobilization and Site Control – May 11, 2018
         b) Schedule Milestone #2: Harrison Men's and Woman's Locker Rooms – August 27, 2018 - September 14, 2018
         c) Substantial Completion: Restoration and Balance of Work – November 7, 2018
      ii. Archer Park
         a) Schedule Milestone #1: Mobilization and Site Control – May 11, 2018
         b) Schedule Milestone #2: Archer Upper Roof (Gym Roof) – June 22, 2018
         c) Schedule Milestone #3: Archer Lower Roof (Club/Locker Room Roof) – August 6, 2018 - September 14, 2018
         d) Substantial Completion: Restoration and Balance of Work – November 7, 2018
      iii. Robichaux Park
         a) Schedule Milestone #1: Mobilization and Site Control – May 11, 2018
         b) Schedule Milestone #2: Robichaux Men's Locker Room (Alternate Work) – August 20, 2018 - November 7, 2018
         c) Substantial Completion: Restoration and Balance of Work – November 7, 2018
      iv. McKinley Park
         a) Schedule Milestone #1: Mobilization and Site Control – May 11, 2018
         b) Schedule Milestone #2: McKinley East Gym Renovations – August 6, 2018 - August 22, 2018
         d) Substantial Completion: Restoration and Balance of Work – November 7, 2018
   c. Liquidated Damages *{Book 1, Page 7, §II.H.}*
      i. Substantial Completion: $1,500 per day

3. **Procurement Requirements and Contract Documents** – Patricia Montenegro, Senior Contracts Manager
   a. Construction Contract Documents
      i. Books 1, 2, 3, and drawings are available at:
      Cross Rhodes Print and Technologies
      3 Eisenhower Lane N,
      Lombard, Illinois 60148
      Contact Name: Kristy Weber
      Telephone number: 630-963-4700
      https://www.x-rhodesplanroom.com/

   b. Mandatory Technical Review Meeting {Book 1, Page 5, (II)(A)(10)}
      i. PBC will host one (1) Mandatory Technical Review Meeting for all four (4) facilities.

      Wednesday, February 21, 2018 at 10:00 a.m. in the McKinley Park Auditorium, located at 2210 W. Pershing Road, Chicago, Illinois 60609. Attendees are to enter through Main Entrance (North). Parking is available in the parking lot adjacent to the McKinley Park Fieldhouse.

      An authorized representative of each Prequalified Bidder must be present and must sign into the Mandatory Technical Review Meeting attendance sheet no later than 15 minutes after the scheduled start of the meeting. Prequalified firms that do not sign-in on the Mandatory Technical Review attendance sheet 15 minutes after commencement of the meeting will be deemed ineligible to bid.

      ***NOTES:**

      a) Only Prequalified Bidders who attend the Mandatory Technical Review Meeting will be eligible to bid.

      b) Sub-contractors may attend the meetings.

   c. Non-Mandatory Site Visits {Book 1, Page 5, (II)(A)(11)}
      i. PBC will host four (4) Non-Mandatory Site Visits. The schedule is as follows:

      Wednesday, February 21, 2018 at 12:00 p.m. at the McKinley Park Facility, located at 2210 W. Pershing Road, Chicago, Illinois 60609. Attendees are to enter through Main Entrance (North). Parking is available in the parking lot adjacent to the McKinley Park Fieldhouse.

      Thursday, February 22, 2018 at 9:00 a.m. at the Harrison Park Facility, located at 1824 S. Wood Street, Chicago, Illinois 60608. Attendees are to enter through Main Entrance. Street parking is available but limited. Please arrive early.

      Thursday, February 22, 2018 at 10:30 a.m. at the Archer Park Facility, located at 4901 S. Kilbourn Avenue, Chicago Illinois 60620. Attendees are to enter through Main Entrance. Parking is available in the parking lot adjacent to the Archer Park Fieldhouse.

      Thursday, February 22, 2018 at 12:30 p.m. at the Robichaux Park Facility, located at 9247 S. Eggleston Avenue, Chicago Illinois 60620. Attendees are to enter through Main Entrance. Parking is available in the parking lot adjacent to the Robichaux Park Facility.

      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 9, (III)(A)}
      i. Questions are due no later than **Friday, March 2, 2018 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 Tuesday, March 20, 2018 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 6, (II)(A)(19)}
   i. A **Pre-Award Meeting is tentatively scheduled for Thursday, March 22, 2018 at 9:30 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 6, (II)(A)(19)}
   i. Anticipated to be issued on or before **April 10, 2018**.
   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.
   iii. The successful General Contractor will be required to prepare and submit Construction Submittal documentation, including but not limited to: Harrison Product Data for Partitions, Gutters, and Downspouts.

4. Book 1 and Book 2 Highlights – Patricia Montenegro, Senior Contracts Manager

a. Construction Budget (Book 1, page 4) - $3,500,000.00
b. List of Prequalified General Contractors (Book 1, page 6)
c. Mandatory Project Staffing (Book 1, page 6)
d. Scheduling Software Requirements (Book 1, page 6)
e. Prevailing Wage Rates (Book 1, page 8) (Prevailing Wage Act 820 ILCS 130/1-12)
   i. LCP Tracker – Electronic payroll submission
f. MBE and WBE (Book 1 Page 6, Book 2 Page 127- 134)
   i. **32% (This goal may be met by participation of a MBE firm, WBE firm, or a combination of both.)**
   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
g. Schedule B – Joint Venture Affidavit (Book 1, page 25)
   i. JV Agreement and Certification Letter
h. Bid Form (Book 1, page 16-17)
i. Community Hiring - 7.5% (Book 1, page 11) (Book 2, page 118)
j. 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
k. Assist Agency List (Book 1, page 54 – Exhibit 4)
l. MBE/WBE Special Conditions (Book 2, Article 23, page 127)

NOTES

Public Building Commission of Chicago
ASSIST AGENCIES

Assist agencies are comprised of chambers of commerce and not-for-profit agencies that represent the interests of small, minority- and/or women-owned businesses.

BLACK CONTRACTORS UNITED *
12000 Marshfield Ave
Calumet Park, IL 60827
Carole Williams
bcunewera@att.net
(708) 389-5730
blackcontractorsunited.com

CHATHAM BUSINESS ASSOCIATION: SMALL BUSINESS DEVELOPMENT, INC.
800 E 78th St
Chicago, IL 60619
Melinda Kelly
melindakelly@cbaworks.org
(773) 994-5006
cbaworks.org

CHICAGO URBAN LEAGUE
4510 S Michigan Ave
Chicago, IL 60653
Jason Johnson
jjohnson@thechicagourbanleague.org
(773) 451-3547
thechicagourbanleague.org

CONSTRUCTCONNECT *
3825 Edwards Rd, #800
Cincinnati, OH 45209
Cassidy Bailey
cassidy.bailey@constructconnect.com
(800) 364.2059 ext. 7204

CONSTRUCTION BUSINESS DEVELOPMENT CENTER
202 S Halsted St
Chicago Heights, IL 60411
Paul Murtagh
pmurtagh@prairiestate.edu
(708) 709-3692
prairiestate.edu

FEDERATION OF WOMEN CONTRACTORS *
4210 W Irving Park Rd
Chicago, IL 60641
Beth Doria
fwcchicago@aol.com
(312) 360-1122
fwcchicago.com

HISPANIC AMERICAN CONSTRUCTION INDUSTRY ASSOCIATION (HACIA)
650 W Lake St, #415
Chicago, IL 60661
Jorge Perez
jperez@haciaworks.org
(312) 575-0389
haciaworks.org

ILLINOIS BLACK CHAMBER OF COMMERCE
411 Hamilton Blvd, #1404
Peoria, IL 61602
Kenyatta Fisher
larryivory@illinoisblackchamber.org
(309) 740-4430
illinoisblackchamber.org

LATIN AMERICAN CHAMBER OF COMMERCE
3512 W Fullerton Ave
Chicago, IL 60647
D. Lorenzo Padron
d.lorenzopadron@laccusa.com
(773) 252-5211
laccusa.com

RAINBOW/PUSH COALITION
930 E 50th St
Chicago, IL 60615
John Mitchell
jmitchell@rainbowpush.org
(773) 256-2766
rainbowpush.org

WOMENS BUSINESS DEVELOPMENT CENTER
8 S Michigan Ave, #400
Chicago, IL 60603
Frieda Curry
fcurry@wbdc.org
(312) 853-3477
wbdc.org

U.S. MINORITY CONTRACTORS ASSOCIATION
1250 Grove Ave, #200
Barrington, IL 60010
Larry Bullock
larry.bullock@usminoritycontractors.org
(847) 852-5010
usminoritycontractors.org

FOLLOW THE PBC: **OR VISIT US ONLINE AT PBCCHICAGO.COM**

2017.12.05

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

CHICAGO PARK DISTRICT - GROUP B - BID FORM

(Harrison Park, Archer Park, Robichaux Park, McKinley Park)

FIRM NAME:

HARRISON

LINE	DESCRIPTION	TOTAL BASE WORK ONLY	TOTAL BASE + ALTERNATE 1
	Harrison Park Facility Rehabilitation		
1	Base Work Only	$ -	$ -
2	Alternate #1 - Rebuild Round Brick Columns & Plaza Pavers		$ -
3	Commission's Contract Contingency	$ 82,000.00	$ 84,000.00
4	Concrete Deck Allowance	$ 50,000.00	$ 50,000.00
5	Environmental Allowance	$ 10,000.00	$ 10,000.00
6	TOTAL BASE BID	$ 142,000.00	$ 144,000.00
7	AWARD CRITERIA FIGURE	$ -	$ -
	Accepted by the Commission	☐	☐

ARCHER

LINE	DESCRIPTION	TOTAL BASE WORK ONLY	TOTAL BASE WORK ONLY
	Archer Park Facility Rehabilitation		
8	Base Work Only	$ -	$ -
9	Commission's Contract Contingency	$ 40,000.00	$ 40,000.00
10	Environmental Allowance	$ 10,000.00	$ 10,000.00
11	TOTAL BASE BID	$ 50,000.00	$ 50,000.00
12	AWARD CRITERIA FIGURE	$ -	$ -
	Accepted by the Commission	☐	☐

ROBICHAUX

LINE	DESCRIPTION	TOTAL BASE WORK ONLY	TOTAL BASE + ALTERNATE 1
	Robichaux Park Facility Rehabilitation		
13	Base Work Only	$ -	$ -
14	Alternate #1 - Ground Floor Bathroom and Lockerooms		$ -
15	Commission's Contract Contingency	$ 20,000.00	$ 28,000.00
16	Environmental Allowance	$ 15,000.00	$ 25,000.00
17	TOTAL BASE BID	$ 35,000.00	$ 53,000.00
18	AWARD CRITERIA FIGURE	$ -	$ -
	Accepted by the Commission	☐	☐

MCKINLEY

LINE	DESCRIPTION	TOTAL BASE WORK ONLY	TOTAL BASE WORK ONLY
	McKinley Park Facility Rehabilitation		
19	Base Work Only	$ -	$ -
20	Commission's Contract Contingency	$ 33,000.00	$ 33,000.00
21	Environmental Allowance	$ 50,000.00	$ 50,000.00
22	TOTAL BASE BID	$ 83,000.00	$ 83,000.00
23	AWARD CRITERIA FIGURE	$ -	$ -
	Accepted by the Commission	☐	☑

LINE	DESCRIPTION	TOTAL BASE WORK ONLY	GRAND TOTAL BASE + ALL ALTERNATES
24	GRAND TOTAL BASE BID - ALL PARKS	$ 310,000.00	$ 330,000.00
25	GRAND TOTAL AWARD CRITERIA FIGURE - ALL PARKS	$ -	$ -

SURETY INFORMATION

(Please specify full legal name and address of Surety Company)

Name: _____

Address: _____

City/State/Zip: _____