



**PUBLIC BUILDING COMMISSION**  
**MINUTES OF THE ADMINISTRATIVE OPERATIONS COMMITTEE MEETING**  
**August 1, 2023**

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

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The Administrative Operations Committee of the Public Building Commission of Chicago held a meeting on August 1, 2023, at 1:00 p.m. at the Richard J. Daley Center, 2<sup>nd</sup> floor Boardroom. The meeting was live streamed.

The following Committee members were present:

Chairman Jose Maldonado

Commissioner Arnold Randall

Also present:

Carina E. Sánchez

Ray Giderof

James Borkman

Patrice Doyle

Mary Pat Witry

Bryant Payne

Tanya Foucher-Weekley

Lisa Giderof

Rudy Manning

Langdon Neal, Neal and Leroy

Gabriela Herrera, Neal and Leroy

The reading of the minutes of the June 22, 2023, 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 Director of Procurement reported on one task order award for Environmental Renovation/ Demolition Specialty Consultant Services to Wood Environment & Infrastructure Solutions, Inc. in the amount of \$51,744.60 for the CIP Fire Supply and Logistics Building Upgrade Project.

The Director of Procurement reported the recommendation of the appointment of firms to provide Architect of Record services for ADA Title II Work at various city facilities on behalf of the Department of Assets, Information and Services (AIS) and the Mayor's Office for People with Disabilities (MOPD).

PBC worked with AIS and MOPD to review lists to identify firms that would be qualified to perform complex ADA Title II Work. Thirty-two qualified firms were invited to a pre-submission conference and nineteen firms

attended the informational session. Following the session, eight firms, including seven Minority and/or Women Business Enterprise firms, submitted the required information.

The evaluation committee, consisting of PBC, AIS and MOPD interviewed five of the eight firms. After consideration and consensus of the evaluation committee, all five firms were selected to participate. Staff recommends the appointment of The HOH Group, Inc., AltusWorks, Inc., JGMA, Urban Works, Ltd., and Legat Architects as Architects of Record for the Project.

Four firms, The HOH Group, Inc., Altus Works, Inc., JGMA, and Urban Works, Ltd. are Minority and/or Women Business Enterprise firms and have existing Task Order based Master Agreements with the PBC.

Legat Architects does not have a Master Agreement with the PBC, and staff recommends issuance of a new Task Order-Based Master Agreement, to Legat Architects, consistent with PBC's other AOR/EOR Master Agreements, in the amount of \$10,000,000.00.

Commissioner Randall asked the length of the agreement and if this is a pool of providers? The Director of Procurement responded that there is no term length since it is a task order-based agreement and yes this is a pool of AOR's to perform the work. The Chief Development Officer added that this has been a collaborative effort with AIS and MOPD to identify the firms to do this important work to comply with the law.

In collaboration with the team at the Forest Preserve District of Cook County (FPDCC), the Director of Procurement reported on a recommendation of the appointment of an Architect of Record for Metal Building Projects for the FPDCC. Taylor Made Design, Inc. was recently added to the PBC LIQ and had previously worked on metal building projects. After consideration, and review of interest and availability, staff recommends the appointment of Taylor Made Design, Inc. as the Architect of Record for Metal Building Projects for the Forest Preserve District of Cook County.

Taylor Made Design, Inc. is a certified MBE firm and is committed to project diversity and has demonstrated.

- Recent and relevant experience with design of Metal Buildings.
- Previous experience with Forest Preserve projects
- Successful execution of similar projects; and

The PBC recommends a new Task Order-Based Master Agreement, consistent with PBC's other AOR/ EOR Master Agreements, in the amount of \$10,000,000.00.

The Director of Procurement reported on a recommendation of amendments for Insurance Brokerage Services for Property/Casualty and Health Benefits to Mesirow Insurance Servies in the annual amount of \$116,000.00 and to CS Insurance Strategies, Inc., a Minority Business Enterprise firm, for Crime, Bonds and Directors and Officers Liability Insurance, in the annual amount of \$6,000.00.

Commissioner Randall asked if one-year renewals are the standard? The Director of Procurement stated that the PBC has been renewing annually, but he will investigate longer term renewals to determine if there would be a cost savings.

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

The Chief Development Officer reported that no items exceed the reporting threshold for the Field Order Activity Report. The full report is listed below.

**Sauganash Elementary School Annex II** / General Contractor / C1601 Taylor Lane Construction, Inc./  
Original Contract Value: \$26,123,953.00 / Approved Change to Date: \$0.00 / Revised Contract Value:  
\$26,123,953.

050 7/20/2023 \$4,114.00 Provide labor, materials, and equipment to extend foundation waterproofing  
from new annex foundation to area at the main building.

The Chief Development Officer provided a recommendation for a client-directed change order in the amount of \$37,243.00 for the Salt Dome Replacement Facility Project on Grand Avenue for George Sollitt Construction Company. The change order is to provide upgrades to pre-existing deficient electrical infrastructure. With the concurrence of AIS, the contractor enhanced the systems to bring them up to current standards.

The AO Committee accepted the reports from the Chief Development Officer.

The meeting was adjourned.