

# Public Building Commission of Chicago



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## Meeting Minutes

November 14, 2023

2:30 PM

Regular Meeting of the  
Board of Commissioners of the  
Public Building Commission of Chicago  
In the Second Floor Board Room,  
Richard J. Daley Center

## Board of Commissioners

Brandon Johnson, Chairman

Samuel Wm. Sax

Toni Preckwinkle

Arnold Randall

Jose G. Maldonado, Jr.

David Todd Whittley

James F. Ellis, Jr.

Myetie H. Hamilton

Kari K. Steele

Jianan Shi

**PUBLIC BUILDING COMMISSION OF CHICAGO  
MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF COMMISSIONERS HELD IN THE SECOND FLOOR BOARD ROOM  
RICHARD J. DALEY CENTER  
ON NOVEMBER 14, 2023 AT 2:30 P.M.**

**The following Commissioners were present:**

Mayor Brandon Johnson  
James F. Ellis, Jr.  
Jose G. Maldonado, Jr.  
Toni Preckwinkle  
Arnold Randall (Remote Participation)  
Jianan Shi  
David Todd Whittley – 7

**Attendees present were:**

Ray Giderof, Acting Executive Director

J. Beatty	G. Herrera	K. Newman
G. Blakemore	Ge. Johnson	B. Payne*
J. Borkman	Gi. Johnson	T. Foucher-Weekley
P. Doyle	L. Lypson	A. Wiggins
M. Fernandez	R. Manning*	M. Witry
B. Ford	P. Montenegro	B. Zator
L. Giderof	L. Neal	

\* Remote Participation

The meeting was called to order by Chairman Johnson. He requested that the Commissioners join him in welcoming Ray Giderof who had accepted the position of Acting Executive Director of the Public Building Commission of Chicago. Mr. Giderof acknowledged the opportunity to serve as Acting Executive Director of the Public Building Commission. He then conducted the roll call, and the presence of a quorum was established by Chairman Johnson. Commissioner Preckwinkle noted for the record that Commissioner Sax had requested an excused absence due to the illness of his son. Chairman Johnson then inquired about the Commission's rules for remote participation under the Open Meetings Act. The Commissioners were advised that Commissioner Arnold Randall had requested approval to participate in the

meeting by remote means under the guidelines established by the Open Meetings Act since he was unable to attend the meeting due to health reasons. It was moved and seconded that the Commissioners approve virtual participation at the meeting by Commissioner Arnold Randall due to health reasons, and the following Resolution was adopted:

**RESOLUTION NO. 8705**

**BE IT RESOLVED** that the Board of Commissioners of the Public Building Commission does hereby approve the request for remote attendance at the meeting by Commissioner Arnold Randall due to health reasons pursuant to Section 7 of the Open Meetings Act (5 ILCS 120/7).

**Commissioners voting in the affirmative:**

Chairman Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Jianan Shi and David Todd Whittley – 6

**Commissioners voting in the negative:**

None

Thereupon, a public participation period was conducted pursuant to Section 2.06(g) of the Open Meetings Act. The Acting Executive Director summarized the guidelines for comments established by Resolution No. 7611 approved by the Board of Commissioners on January 11, 2011 and admonished the speakers that comments of a personal nature or that were disrespectful under the anti-harassment rules would not be tolerated. The following people had previously registered to provide comments: George Blakemore and Kenneth Newman. George Blakemore provided comments regarding the representation of African Americans by public officials. Kenneth Newman provided comments regarding the need to provide young people with athletic facilities and urged the Commission to become an advocate with the Chicago Public Schools and the Chicago Park District to provide enhanced soccer fields and other athletic facilities in the vicinity of various public schools.

Following the public comment period, Chairman Johnson presented to the Board for consideration of approval the minutes of the Annual Meeting of the Board of Commissioners held on October 10, 2023. The reading of said minutes, which had previously been distributed, was dispensed with and upon motion duly made and seconded, the minutes of the October 10, 2023 board meeting were unanimously approved.

Next, Commissioner Whittley provided a report regarding the Audit Committee meeting held on November 1, 2023. He stated that the Executive Director provided an introduction for the proposed 2024 PBC Administrative Budget and that the Director of Finance then gave a detailed analysis of the PBC Budget to be reported later on the agenda. The Audit Committee accepted the report.

The next item on the agenda was a report from Commissioner Maldonado regarding the Administrative Operations (AO) Committee meeting held on November 8, 2023. Commissioner Maldonado's report regarding the AO Committee meeting is summarized as follows:

The Director of Procurement reported on the following items by the Director of Procurement: (1) one (1) task order award for Specialty Consultant Services to a previously-appointed firm; (2) amendments to Professional Services Agreements; (3) the pre-qualification of fifty (50) Specialty Consultant providers for six (6) categories of services; and (4) a recommendation to appoint a firm to provide property management services for the Richard J. Daley Center.

The Chief Development Officer reported on Field Orders issued.

The AO Committee accepted the recommendations and reports from the PBC representatives.

A copy of the Task Order Report is attached hereto as **Exhibit "A"**.

Following consideration of the AO Committee report and upon motion duly made and seconded, the following Resolution was adopted by the Board of Commissioners:

**RESOLUTION NO. 8706**

**BE IT RESOLVED** that the Board of Commissioners of the Public Building Commission hereby approves the amendments to Professional Services Agreements as indicated on the document entitled, “Proposed Amendment Report to the Administrative Operations Committee” and attached to the minutes of this meeting as **Exhibit “B”**.

**Commissioners voting in the affirmative:**

Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Arnold Randall, Jianan Shi and  
David Todd Whittley – 7

**Commissioners voting in the negative:**

None

The next item on the agenda was consideration of approval of the pre-qualification of firms to provide the following Specialty Consultant Services:

- a. Environmental Engineering Services;
- b. Environmental Renovation and Demolition Services;
- c. Geotechnical Services;
- d. Surveyor Services;
- e. Traffic Study Services; and
- f. Construction Material Testing and Inspection Services (collectively, the “Services”).

The Acting Executive Director advised the Commissioners that the Public Building Commission issued a Request for Qualifications from firms interested in providing each of the Services. Upon receipt of submittals from firms interested in providing each of the Services, the submittals were evaluated by PBC staff on the basis of the firm’s experience and past performance, qualifications/relevant experience of the key personnel, technical competence of the firm, and Minority-owned Business Enterprise (MBE) and Woman-owned Business Enterprise (WBE) utilization. Additional considerations included financial capacity, legal actions, organization structure, insurance capacity, and quality assurance/control plan. After

review of the qualifications submitted, the PBC requested and negotiated appropriate rates for the Services to be provided. Upon approval, the PBC will enter into a master term agreement with each firm against which task orders will be issued for various projects and reports will continue to be provided to the Board of Commissioners as each task order is issued. It was also noted by the Acting Executive Director that 52 percent of the recommended firms were either Minority, Women or Minority and Women Owned Business Enterprise firms. On motion duly made and adopted, the following Resolution was adopted:

**RESOLUTION NO. 8707-A**

**BE IT HEREBY RESOLVED** that the Board of Commissioners of the Public Building Commission hereby approves the appointment of the following 11 firms to provide Environmental Engineering Services pursuant to a master term agreement with each firm for an amount not-to-exceed \$2,000,000 for a term of three (3) years with up to two (2) one-year extension options:

- |  |   |
|--|---|
| ● A3 Environmental, LLC (WBE)                          | ● GSG Consultants, Inc. (MBE)                     |
| ● AECOM Technical Services, Inc.                       | ● Specialty Consulting, Inc. (MBE)                |
| ● Carnow, Conibear & Assoc., Ltd.<br>(MBE/WBE)         | ● Terracon Consultants, Inc.                      |
| ● ECS Midwest, LLC                                     | ● V3 Companies, Ltd.                              |
| ● Environmental Design International<br>Inc. (MBE/WBE) | ● Weaver Consultants Group North<br>Central, LLC  |
|  | ● WSP USA Environmental &<br>Infrastructure, Inc. |

**BE IT FURTHER RESOLVED** that the Acting Executive Director and appropriate officials of the Public Building Commission are hereby authorized and directed to undertake such action and to execute such documents, upon approval as to form and legality as may be approved by Legal Counsel, as may be necessary and appropriate in order to effectuate this Resolution.

**Commissioners voting in the affirmative:**

Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Arnold Randall, Jianan Shi, and  
David Todd Whittley – 7

**Commissioners voting in the negative:**

None

**RESOLUTION NO. 8707-B**

**BE IT HEREBY RESOLVED** that the Board of Commissioners of the Public Building Commission hereby approves the appointment of the following ten (10) firms to provide Environmental Renovation and Demolition Services pursuant to a master term agreement with each firm for an amount not-to-exceed \$1,500,000 for a term of three (3) years with up to two (2) one-year extension options:

- Accurate-SPC A Joint Venture (MBE)
- Arcadis U.S. Inc.
- ATC Group Services, LLC dba Atlas Technical
- Carnow, Conibear & Assoc., Ltd. (MBE/WBE)
- Environmental Design International, Inc. (MBE-WBE)
- GSG Consultants, Inc. (MBE)
- Specialty Consulting, Inc (MBE)
- TEM Environmental, Inc.
- Terracon Consultants, Inc.
- WSP USA Environmental & Infrastructure, Inc.

**BE IT FURTHER RESOLVED** that the Acting Executive Director and appropriate officials of the Public Building Commission are hereby authorized and directed to undertake such action and to execute such documents, upon approval as to form and legality as may be approved by Legal Counsel, as may be necessary and appropriate in order to effectuate this Resolution.

**Commissioners voting in the affirmative:**

Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Arnold Randall, Jianan Shi, and  
David Todd Whittley – 7

**Commissioners voting in the negative:**

None

**RESOLUTION NO. 8707-C**

**BE IT HEREBY RESOLVED** that the Board of Commissioners of the Public Building Commission hereby approves the appointment of the following six (6) firms to provide Geotechnical Services pursuant to a master term agreement with each firm for an amount not-to-exceed \$500,000 for a term of three (3) years with up to two (2) one-year extension options:

- AECOM Technical Services, Inc.
- ECS Midwest, LLC
- Geo Services, Inc. (MBE)
- GSG Consultants, Inc. (MBE)
- SEECO Consultants, Inc.
- Terracon Consultants, Inc.

**BE IT FURTHER RESOLVED** that the Acting Executive Director and appropriate officials of the Public Building Commission are hereby authorized and directed to undertake such action and to execute such documents, upon approval as to form and legality as may be approved by Legal Counsel, as may be necessary and appropriate in order to effectuate this Resolution.

**Commissioners voting in the affirmative:**

Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Arnold Randall, Jianan Shi, and  
David Todd Whittley – 7

**Commissioners voting in the negative:**

None

**RESOLUTION NO. 8707-D**

**BE IT HEREBY RESOLVED** that the Board of Commissioners of the Public Building Commission hereby approves the appointment of the following nine (9) firms to provide Surveyor Services pursuant to a master term agreement with each firm for an amount not-to-exceed \$500,000 for a term of three (3) years with up to two (2) one-year extension options:

- American Surveying & Engineering Ltd. (MBE)
- Dynasty Group, Inc. (MBE)
- Environmental Design International Inc. (MBE/WBE)
- Gasperec Elberts Consulting, LLC (WBE)
- GSG Consultants, Inc. (MBE)
- TERRA Engineering, Ltd. (WBE)
- Thomas Engineering Group, LLC
- V3 Companies, Ltd.
- Weaver Consultants Group North Central, LLC

**BE IT FURTHER RESOLVED** that the Acting Executive Director and appropriate officials of the Public Building Commission are hereby authorized and directed to undertake such action and to execute such documents, upon approval as to form and legality as may be approved by Legal Counsel, as may be necessary and appropriate in order to effectuate this Resolution.

**Commissioners voting in the affirmative:**

Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Arnold Randall, Jianan Shi, and  
David Todd Whittley – 7



**Commissioners voting in the negative:**

None

**RESOLUTION NO. 8707-E**

**BE IT HEREBY RESOLVED** that the Board of Commissioners of the Public Building Commission hereby approves the appointment of the following eight (8) firms to provide Traffic Study Services pursuant to a master term agreement with each firm for an amount not-to-exceed \$250,000 for a term of three (3) years with up to two (2) one-year extension options:

- DAMA Consultants, Inc. (MBE)
- DLZ Illinois, Inc.
- Primera Engineers, Ltd. (WBE)
- Rubinos & Mesia Engineers, Inc. (WBE)
- Singh and Associates, Inc. (MBE/WBE)
- Terra Engineering, Ltd. (WBE)
- Thomas Engineering Group, LLC
- V3 Companies, Ltd.

**BE IT FURTHER RESOLVED** that the Acting Executive Director and appropriate officials of the Public Building Commission are hereby authorized and directed to undertake such action and to execute such documents, upon approval as to form and legality as may be approved by Legal Counsel, as may be necessary and appropriate in order to effectuate this Resolution.

**Commissioners voting in the affirmative:**

Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Arnold Randall, Jianan Shi, and  
David Todd Whittley – 7

**Commissioners voting in the negative:**

None

**RESOLUTION NO. 8707-F**

**BE IT HEREBY RESOLVED** that the Board of Commissioners of the Public Building Commission hereby approves the appointment of the following six (6) firms to provide Construction Material Testing and Inspection Services pursuant to a master term agreement with each firm for an amount not-to-exceed \$2,500,000 for a term of three (3) years with up to two (2) one-year extension options:

- ATC Group Services, LLC dba Atlas Technical Consultants, LLC
- ECS Midwest, LLC
- NASHnal Soil Testing, LLC (MBE)
- Princeton Technical Services, Inc. (MBE)
- SEECO Consultants, Inc.
- Interra, Inc. (MBE)

**BE IT FURTHER RESOLVED** that the Acting Executive Director and appropriate officials of the Public Building Commission are hereby authorized and directed to undertake such action and to execute such documents, upon approval as to form and legality as may be approved by Legal Counsel, as may be necessary and appropriate in order to effectuate this Resolution.

**Commissioners voting in the affirmative:**

Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Arnold Randall, Jianan Shi, and  
David Todd Whittley – 7

**Commissioners voting in the negative:**

None

The next item on the agenda was consideration of approval of the Public Building Commission's 2024 Administrative Budget which had been previously presented to and accepted by the Administrative Operations Committee and the Audit Committee. Acting Executive Director Giderof reported that the PBC is committed to fiscal responsibility and reports that the administrative budget has been essentially flat for the past three years.

Commissioner Preckwinkle expressed concern that there was a dramatic reduction in the Commission's work in place (WIP) since the pandemic and a gradual decline in the WIP over the past three years. The projected WIP in 2025 is half of the 2023 WIP and the proposed 2024 budget is unbalanced. Commissioner Preckwinkle asked how the PBC will make up the difference?

The Acting Executive Director responded that there are several things the PBC is doing and will continue look at ways to reduce the gap and work with our partners to identify additional opportunities. To make up for the difference, moving forward, the PBC will be more efficient with the work we have and the work we are planning while working with our partners to help reduce the gap. He also noted that the numbers are projections, and anticipates that the

variance will be less than \$1.6 million, depending on the efficiencies that are continually being implemented. The agency is running on a very efficient staff without providing overlapping management staff to reduce those variances.

The Director of Finance, Tanya Foucher-Weekley, stated that during the past two (2) years the proposed budgets were unbalanced but after the actual numbers were finalized, the budgets are projected to be flat or with a small surplus based on those actual costs. The agency planned ahead, knowing the bond revenue would expire in 2019, and had been operating in a surplus, knowing the level of resources would not sustain expenses. The agency went into the pandemic with a decrease in the WIP, and more of the surplus was used and exhausted in 2022. She noted that the budget presented is based on PBC's requirements, but the actual amounts expended, as the year progressed, are projected to close the deficit dramatically. She further explained the difference between the projections and the actuals and noted that the total budget for 2023 was \$8.2 million but that actual was projected to be \$6.5 million, and the 2022 projected budget was \$8.4 million but the actual was \$6.8 million. President Preckwinkle further asked if the \$1.6 million deficit projection can be smoothed out as the agency has done in the last few years. The Director of Finance stated the agency is staying on target to collect the administrative fees during the close out of projects and anticipates new project Undertaking Requests in 2024 to increase resources, which will help close the gap.

Commissioner Whittley noted that there may have been confusion in the charts since the actual amounts were not listed.

Acting Director Giderof continued his budget presentation and reported for 2024, the proposed administrative budget is \$8,399,462, which represents an increase of approximately 1 percent (1%) over the 2023 administrative budget. He stated that through rigorous cost management, efficient project execution, and innovative solutions, the PBC was able to sustain

itself while delivering essential public infrastructure projects throughout the city. He reiterated that the PBC is not a taxing body and revenues are generated solely from the three percent (3%) administrative fee from the construction budget of the WIP. For the administrative fee, clients receive the full services of the PBC to successfully navigate the complexities of projects, from initiation to completion. For 2024 the current projected resources are \$6,794,283. Based on this budget, the PBC expects expenses to exceed resources as discussed. The PBC will require additional work in 2024 to increase resources. The PBC will continue to work with project partners to establish the value the agency provides to clients and identify opportunities. In the coming months the team will work diligently to continue streamlining processes, enhancing communication channels, and fostering a culture of excellence.

Commissioner Preckwinkle requested additional information regarding the history of the dramatic decrease in project revenue over the past few years, a review of the current projects and the agency's plan to reverse the downward trend in revenue. It was suggested that a plan should be presented from a historical perspective regarding the types of projects that were undertaken by PBC over the last five years, and the types of projects that are currently underway. The Acting Executive Director stated that a report will be presented next month and noted the difference between projects on a "program" level (WPA and Alley Restoration Program, School Annex and Renovation Program, SIP Program) and individual projects, indicating that the PBC was most efficient at executing projects on a program level. Chairman Johnson and Commissioner Preckwinkle discussed the elements to be included in next month's report; history of the types of projects the PBC has worked on, the present situation and how it differs from the past, and finally the plan moving forward.

There was an extensive discussion among the Commissioners and the staff regarding the proposed administrative budget for 2024. Commissioner Whittley indicated the importance of

including utilization of minority-owned and women-owned firms in the analysis. Commissioner Ellis noted that there seems to be a 10-year low cycle in construction and would like to see that historic cycle included in the report. He also noted that there was a time when other agencies did not do their own work. That has changed over time as more agencies have started self-performing more of their own construction work.

Commissioner Shi noted that the Chicago Public Schools had assigned a number of projects to PBC over the years and asked for information regarding what is under the PBC's control to improve the quality and include reasons why. That analysis would lead to more business overall. Commissioner Randall provided observations during his 13-year tenure on the Board of Commissioners, stating much of the work is dependent on the various agency's capital programs including CPS, libraries, the Park District, and the PBC must make the case that they can provide the best most efficient use of the available dollars. Recently, the Forest Preserve District decided to have the PBC assist their agency by managing projects on behalf of the Forest Preserve District.

Acting Executive Director Giderof stated that a report would be provided at the next board meeting and reiterated that the PBC would continue to work with its clients to provide quality services in project delivery and to foster a culture of excellence. Thereupon, on motion duly made and seconded, the following resolution was adopted:

**RESOLUTION NO. 8708**

**BE IT RESOLVED** by the Board of Commissioners that the proposed Public Building Commission 2024 Administrative Budget, as set forth on **Exhibit "C"**, attached to the minutes of this meeting and incorporated herein by reference, is hereby approved.

**Commissioners voting in the affirmative:**

Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Arnold Randall, Jianan Shi and

David Todd Whittley – 7

**Commissioners voting in the negative:**

None

The final item on the agenda was consideration of approval to appoint a firm to provide Property Management Services for the Richard J. Daley Center (RJDC). The Acting Executive Director advised the Commissioners that the Public Building Commission issued a Request for Proposals (RFP) on August 1, 2023, for Property Management Services for the RJDC Center. A Pre-Submission conference and site visit was held at the building. In response to public advertisements, proposals were received from Transwestern Commercial Services Illinois, LLC and Jones Lang LaSalle Americas, Inc. The proposals were reviewed by an Evaluation Committee based on the following criteria: (1) qualifications and experience; (2) qualifications and responses from Respondent's references; (3) qualifications and experience of key personnel; (4) quality of submitted implementation plan; (5) commitment to MBE and WBE participation and plan to achieve such goals; (6) cost proposal; (7) financial qualifications and experience; and (8) overall compliance with all instructions and requirements. After preparation and presentation of additional information, the firms participated in an interview with the Evaluation Committee and provided updated Cost Proposal Information. After careful review, the Evaluation Committee recommended the appointment of Transwestern Commercial Services Illinois, LLC to provide property management services at the RJDC. The recommendation is based on the overall team, excellent operations plan, commitment to exceed 70% MBE/WBE participation and a highly competitive cost proposal is unchanged in the amount of \$168,533 as the total yearly management fee for the term of the agreement. During the discussion that ensued, representatives of the Transwestern team including Andre Wiggins, Bruce Ford and John Beatty provided comments regarding the proposed engagement and the firm's commitment to

increasing minority participation in the private sector as well as the government assets managed by the firm. Mr. Wiggins stated that an open house had recently been conducted by the firm for prospective vendors that provided information regarding contract opportunities for to provide services for public as well as privately-owned buildings managed by Transwestern. It was requested that the firm provide an analysis of the workforce and neighborhoods that were represented. Upon motion duly made and seconded, the following Resolution was adopted:

**RESOLUTION NO. 8709**

**BE IT RESOLVED** that the Board of Commissioners hereby appoints Transwestern Commercial Services Illinois, LLC to provide Property Management Services at the Richard J. Daley Center for an initial three (3) year term with two (2) one year renewal options for a total yearly management fee of in the amount of \$168,533 over the term of the agreement.

**BE IT FURTHER RESOLVED** that the Acting Executive Director and appropriate officials of the Public Building Commission are hereby authorized and directed to undertake such action and to execute, upon approval by Legal Counsel as to form and legality, such documents as may be necessary and appropriate in order to implement this Resolution.

**Commissioners voting in the affirmative:**

Brandon Johnson, James F. Ellis, Jr.,  
Jose G. Maldonado, Jr., Toni Preckwinkle,  
Arnold Randall, Jianan Shi and  
David Todd Whittley – 7

**Commissioners voting in the negative:**

None

There being no further business to come before the Board of Commissioners, the meeting was adjourned.

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Secretary

APPROVED:

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Chairman



**Public Building Commission**  
**Richard J. Daley Center**  
**50 West Washington Street**  
**Room 200**  
**Chicago, Illinois 60602**  
**(312) 744-3090**  
**[pbcchicago.com](http://pbcchicago.com)**

BOARD OF COMMISSIONERS

Chairman  
**BRANDON JOHNSON**  
Mayor  
City of Chicago

**SAMUEL Wm. SAX**  
Chairman  
Financial Relations, Inc.

**TONI PRECKWINKLE**  
President  
Cook County Board of Commissioners

Treasurer  
**ARNOLD RANDALL**  
General Superintendent  
Forest Preserves of Cook County

**JOSÉ G. MALDONADO, JR.**  
Business Representative/Organizer  
Chicago Regional Council of Carpenters

**DAVID TODD WHITTLEY**  
Bishop  
Corinthian Temple Church of God in  
Christ

**JAMES F. ELLIS, JR.**  
Retired  
Laborers' Local 1001

**MYETIE H. HAMILTON**  
President  
Chicago Park District

**KARI K. STEELE**  
President  
Metropolitan Water Reclamation  
District of Greater Chicago

**JIANAN SHI**  
President  
Chicago Board of Education

**CARINA E. SÁNCHEZ**  
Executive Director  
Public Building Commission

**MARY PAT WITRY**  
Secretary

**JESSICA HIGGINS**  
Assistant Secretary

**TANYA FOUCHER-WEEKLEY**  
Assistant Treasurer

November 14, 2023

MEMBERS OF THE PUBLIC BUILDING COMMISSION OF CHICAGO  
BOARD OF COMMISSIONERS

Re: Notice of Awards to Specialty Consultant Services

Honorable Chairman and Commissioners:

In 2015, the PBC publicly advertised Requests for Qualifications (RFQ) from firms interested in providing consulting services in the following categories: Environmental Renovation/Demolition Services, among others. In December 2015 the PBC received approval to award term contracts to firms pre-qualified to provide specialty consulting services in this category among others.

In February 2016, a random lottery by category was conducted to establish the rotation to accommodate the recent addition of firms. As services are required, the rotation determines the firm to which a request for pricing is issued. Proposals are reviewed and evaluated for experience, expertise of staff, capacity, past performance, plan of action proposed, and pricing. Upon approval, PBC staff issues a task order against the successful firm's term contract.

Staff respectfully submits the attached report of recent Specialty Consultant Service task order awards.

Sincerely

**James L. Borkman**  
Director of Procurement





# Task Orders Awarded against Term Contracts

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

## November 2023

Number of Task Orders	Type of Service	Total Dollar for type of Service
1	Environmental Renovation/Demolition Services	\$ 21,064.80
		\$ 21,064.80

## Task Orders

Project	Service	Process	Contractor	MBE/WBE	Total Dollar
7th District Police Station	Enviro Reno/Demo	Consulting	Specialty Consulting, Inc.	MBE	\$ 21,064.80



Richard J. Daley Center  
 50 West Washington Street  
 Room 200  
 Chicago, Illinois 60602  
 (312) 744-3090  
 Fax: (312) 744-8005  
 www.pbcchicago.com

Chairman  
 BRANDON JOHNSON  
 Mayor  
 City of Chicago

Executive Director  
 CARINA E. SÁNCHEZ

EXHIBIT A.

November 3, 2023

VIA EMAIL: [asaenz@spc-inc.com](mailto:asaenz@spc-inc.com)

Arturo Saenz  
 Specialty Consulting, Inc.  
 623 Cooper Court  
 Schaumburg, IL 60173

**RE: Contract / Task Order**  
**Number:** 09025-PS2061F-001  
**Project Number and Name:** 09025 7th District Police Station  
**Services:** Environmental Renovation/Demolition  
**User Agency:** City of Chicago – Assets, Information, and Services


**Dear Contractor/Vendor:**

This Task Order is prepared in accordance with, and is subject to, the terms and conditions of Contract PS2061F for Environmental Renovation/Demolition Services (the "Contract"), between the Public Building Commission of Chicago (the "Commission"), and Specialty Consulting, Inc. The Contract is incorporated herein by reference.


This Task Order acknowledges the Commission's acceptance of Specialty Consulting, Inc.'s revised Task Order proposal, dated March 29, 2023. This Task Order's Scope of Service(s) is attached hereto, is incorporated herein by reference, and includes the following:

- \$17,554.00 Not-To-Exceed Fee for Environmental Renovation/Demolition Services as described in Attachment B – Schedule of Cost
- \$3,510.80 Not-To-Exceed Contingency to be authorized in writing by the Public Building Commission of Chicago

The value of this Task Order is a not-to-exceed fee of **\$21,064.80** for Environmental Renovation/Demolition Services as described above. The Project Manager will be issuing a Notice to Proceed. All terms and compensation are as per the Contract except as specifically modified herein.

  
 \_\_\_\_\_  
 Miguel F. Fernández  
 Senior Procurement Coordinator

11/3/2023  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 James L. Borkman  
 Director of Procurement

11/3/2023  
 \_\_\_\_\_  
 Date



## Recommendation of Award – Environmental Reno/Demo

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

**Date:** November 2, 2023

**To:** James Borkman  
Director of Procurement

**From:** Karina Aguilar  
Project Manager

**Distribution:** Miguel Fernandez  
09025-03-04-04-01

**Subject:** Recommendation of Award  
**7<sup>th</sup> District Police Station**  
Specialty Consulting Inc

The Public Building Commission of Chicago (PBC) issued a Request for Proposal (RFP) to Specialty Consulting Inc who has been pre-qualified to provide Environmental - Renovation Demolition as required at 7<sup>th</sup> District Police Station. We have reviewed the proposal submitted to perform the following Services:

1. Asbestos Containing Materials Survey (ACM)
2. Lead based paint Survey (LBP)
3. Hazardous Material Survey
4. Hazardous Material Specifications
5. Hazardous Material Drawings
6. ACM Abatement Specifications
7. ACM Abatement Drawings
8. LBP Mitigation Specifications
9. LBP Mitigation Drawings
10. Design and Bid Meetings
11. Submittals Review

On March 29th, 2023 Specialty Consulting Inc. submitted a proposal which has been approved by PBC. The amount for this contract is being issued as a not-to-exceed amount of \$21,064.80, to complete the scope of work. Based on the review, we recommend that Specialty Consulting Inc. be selected to complete the work, due to the following:

- They are capable and have performed Services for similar projects.
- Provided a clear understanding of the project requirements;
- Project management and staffing plan;
- Provided fair and reasonable pricing;
- They have extensive experience in the activities described in the RFP;
- They are a PBC pre-qualified specialty consultant to perform these services;
- Consultant is committed to comply with the PBC's MBE/WBE Goals.

Specialty Consulting Inc. should be assigned a Task Order, in the not-to-exceed amount of **\$21,064.80**

**End of Memorandum**

EXHIBIT B.  
**Public Building Commission of Chicago**  
**Proposed Amendment Report to the Administrative Operations Committee**  
**November 8, 2023**

Amendment	Project	Consultant	Agreement No.	Service	Reason for the Proposed Amendment	Current Not-to-Exceed Value per Agreement	Amount of the Proposed Amendment	Revised Agreement Including Proposed Amendments
1	Munsterman Services, LLC d/b/a Multivista	Multiple	PS2074R AM005	Photographic Documentation Services	This amendment extends the term through December 31, 2024. Task Orders to be issued on a Project-specific basis.  The scope of services in this amendment are an extension of the services included in the original agreement.	\$1,250,000.00	\$0.00	\$1,250,000.00
2	Program Wide	Multiple	PS2048A-C AM005	Design Architect	This amendment extends the term of the following program-wide Agreements through December 31, 2024. Task Orders to be issued on a Project-specific basis.  1. FGM Architects, Inc. (PS2048A) 2. Legat Architects, Inc. (PS2048B) 3. SMNG A Ltd. (PS2048C)  The scope of services in this amendment are an extension of the services included in the original agreement.	\$5,000,000.00	\$0.00	\$5,000,000.00
3	Program Wide	LCP Tracker & B2GNow	PS2021 AM005	Web-Based Labor & Minority Compliance Software	This amendment extends the term through December 31, 2024.  The scope of services in this amendment are an extension of the services included in the original agreement.	\$492,000.00	\$0.00	\$492,000.00
4	PBC Administration	Deloitte & Touche LLP	PS3045 AM002	Audit Services	This amendment exercises the Consultant's FY2024 option year for Audit Services.  The scope of services included in this amendment are an extension of the services included in the original agreement.	\$1,500,000.00	\$0.00	\$1,500,000.00
5	Program-Wide	Multiple	PS3005A-C AM002	Project Development Services	This amendment exercises the Consultant's term extension options through December 31, 2025. The scope of services included in this amendment are an extension of the services included in the original agreement.  1. PS3005A - The Roderick Group Inc. d/b/a Ardmore Roderick Rodriguez and Associates Joint Venture - MBE 2. PS3005B - Comprehensive Construction Consulting - MBE 3. PS3005C - Cotter Consulting - WBE	\$17,000,000.00	\$3,000,000.00	\$20,000,000.00

EXHIBIT B.  
**Public Building Commission of Chicago**  
**Proposed Amendment Report to the Administrative Operations Committee**  
**November 8, 2023**

Amendment	Project	Consultant	Agreement No.	Service	Reason for the Proposed Amendment	Current Not-to-Exceed Value per Agreement	Amount of the Proposed Amendment	Revised Agreement Including Proposed Amendments
6	Program Wide	Multiple	PS3012A-H	Job Order Contracting (JOC) Tier 1 (Projects less than or equal to \$300,000.00)	<p>This amendment exercises the Option Year and extends the following Agreements through December 31, 2024. Job Orders issued on a Project-specific basis. The Estimated Annual Value for each Contract remains unchanged.</p> <ol style="list-style-type: none"> <li>1. ALFA Chicago, Inc. (PS3012A) MBE</li> <li>2. Anchor Mechanical, Inc. (PS3012C)</li> <li>3. Apex Construction Group, Inc. (PS3012D)</li> <li>4. Davila - OVC JV (PS3012E) MBE/WBE</li> <li>5. Montel Technologies, LLC (PS3012G) MBE</li> <li>6. Tiles in Style, LLC (PS3012H) MBE/WBE</li> </ol> <p>The scope of services in this amendment are an extension of the services included in the original agreement.</p>	\$6,000,000 (Estimated Annual Value)	<b>\$0.00</b>	\$6,000,000 (Estimated Annual Value)
7	Program Wide	Multiple	PS3012I-N	Job Order Contracting (JOC) Tier 2 (Projects between \$300,000.01 and \$1,000,000.00)	<p>This amendment exercises the Option Year and extends the following Agreements through December 31, 2024. Job Orders issued on a Project-specific basis. The Estimated Annual Value for each Contract remains unchanged.</p> <ol style="list-style-type: none"> <li>1. Bowa Construction (PS3012I) MBE</li> <li>2. CCC Holdings, Inc. d/b/a Chicago Commercial Construction (PS3012J)</li> <li>3. Cordos Development &amp; Associates, LLC (PS3012K)</li> <li>4. Robe, Inc. (PS3012M)</li> <li>5. Structures Construction LLC (PS3012N)</li> </ol> <p>The scope of services in this amendment are an extension of the services included in the original agreement.</p>	\$6,000,000 (Estimated Annual Value)	<b>\$0.00</b>	\$6,000,000 (Estimated Annual Value)

EXHIBIT B.  
**Public Building Commission of Chicago**  
**Proposed Amendment Report to the Administrative Operations Committee**  
**November 8, 2023**

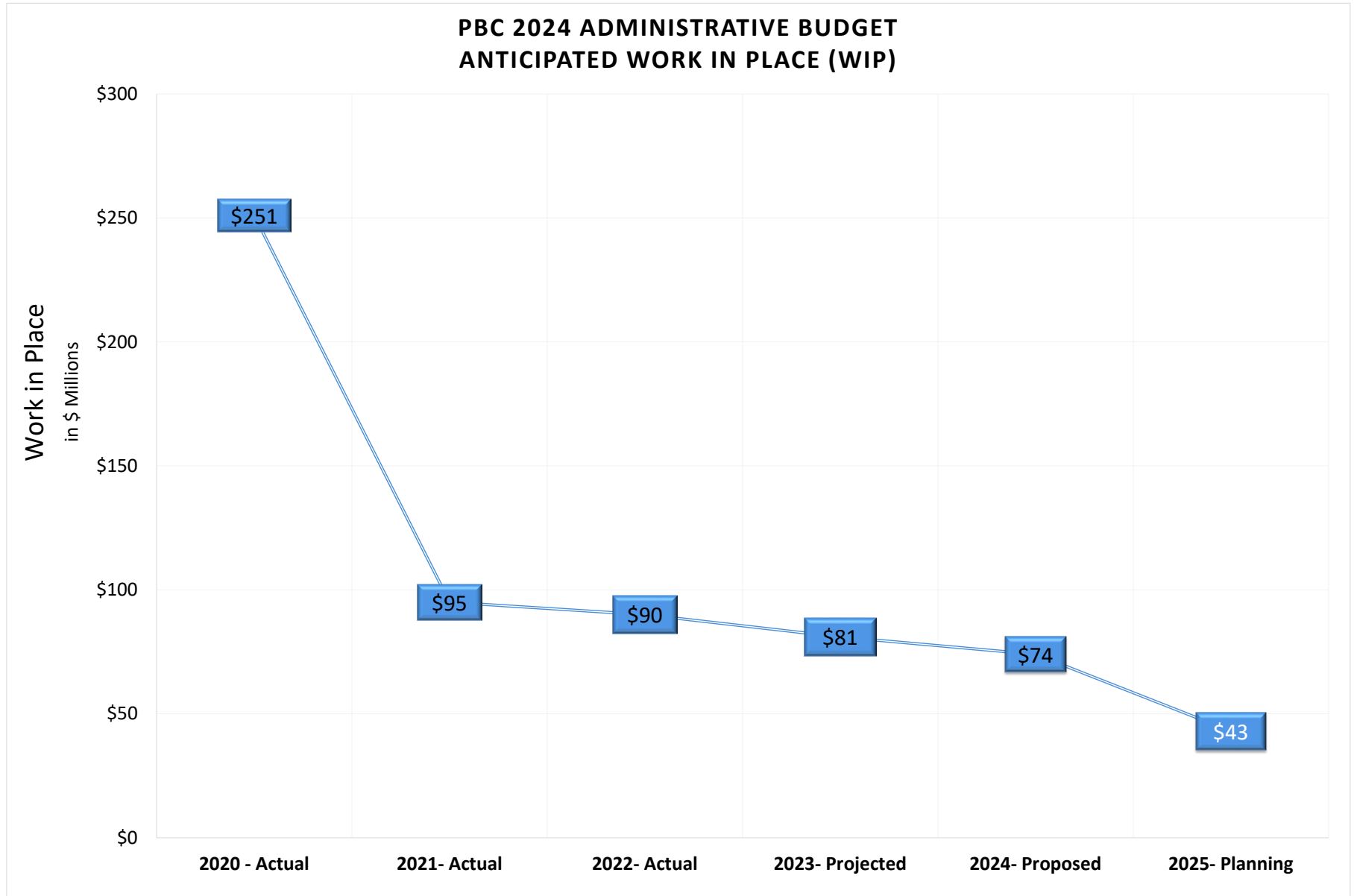
Amendment	Project	Consultant	Agreement No.	Service	Reason for the Proposed Amendment	Current Not-to-Exceed Value per Agreement	Amount of the Proposed Amendment	Revised Agreement Including Proposed Amendments
8	Program Wide	Multiple	PS3012O-U	<p>Job Order Contracting (JOC) Tier 3 (Projects greater than \$1,000,000.01)</p>	<p>This amendment exercises the Option Year and extends the following Agreements through December 31, 2024. Job Orders issued on a Project-specific basis. The Estimated Annual Value for each Contract remains unchanged.</p> <ol style="list-style-type: none"> <li>1. The George Sollitt Construction Company (PS3012O)</li> <li>2. K.R. Miller Contractors, Inc. (PS3012P)</li> <li>3. McDonagh Demolition, Inc. (PS3012Q)</li> <li>4. Old Veteran Construction, Inc. (PS3012R) MBE</li> <li>5. Paschen Ashlaur Joint Venture II (PS3012S) MBE - Ashlaur</li> <li>6. Tyler Lane Construction, Inc. (PS3012T)</li> <li>7. UJAMAA Construction, Inc. (PS3012U) MBE</li> </ol> <p>The scope of services in this amendment are an extension of the services included in the original agreement.</p>	<p>\$6,000,000 (Estimated Annual Value)</p>	<p><b>\$0.00</b></p>	<p>\$6,000,000 (Estimated Annual Value)</p>

EXHIBIT C.

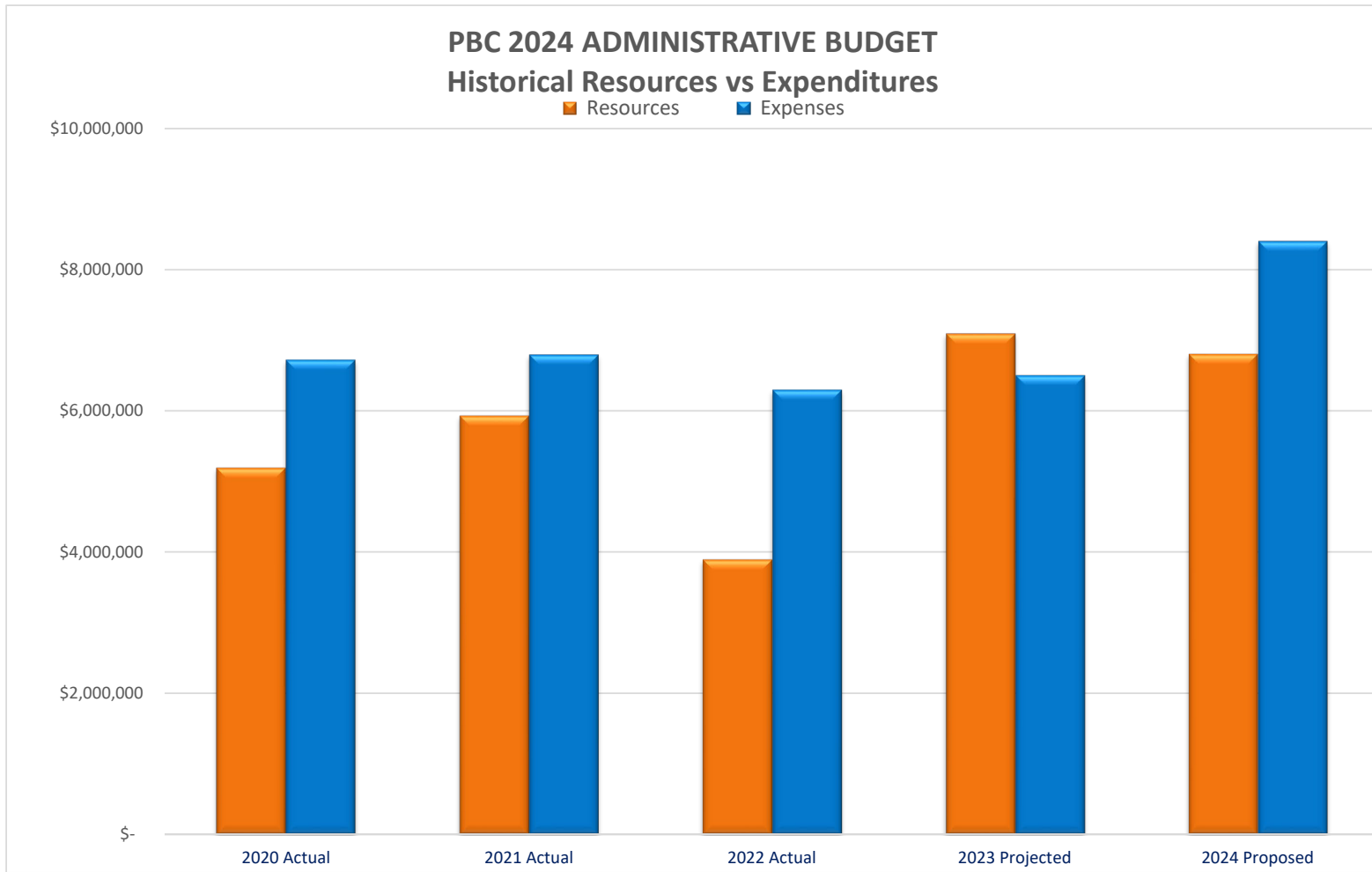
PUBLIC BUILDING COMMISSION OF CHICAGO

# 2024 Budget

October 3, 2023







**PBC 2024 ADMINISTRATIVE BUDGET**

**Estimate of Resources Available for 2024 Administrative Budget**

<b>PBC Administrative Fee Anticipated on Undertaken Active Projects</b>	<b>Direct Allocation for Project Management Services</b>	<b>Direct Allocation for Insurance Expenses</b>	<b>Total Resources Available for Admin Expense</b>
<b>\$5,049,283</b>	<b>\$1,000,000</b>	<b>\$745,000</b>	<b>\$6,794,283</b>

**Public Building Commission of Chicago  
2024 General Administrative Budget**

	<b>Approved 2020 Budget</b>	<b>Approved 2021 Budget</b>	<b>Approved 2022 Budget</b>	<b>Approved 2023 Budget</b>	<b>Proposed 2024 Budget</b>	<b>Increase/ (Decrease) 2023 to 2024</b>
<b>Personnel Services</b>						
<b>Salaries</b>	\$ 4,093,127	\$ 3,211,946	\$ 3,377,169	\$ 3,185,798	\$ 3,190,797	\$ 4,999
<b>Payroll Taxes</b>	\$ 240,609	\$ 189,092	\$ 198,958	\$ 197,519	\$ 220,165	\$ 22,646
<b>Medical Insurance</b>	\$ 1,020,300	\$ 1,166,250	\$ 1,196,875	\$ 1,196,875	\$ 1,200,875	\$ 4,000
<b>Severance Plan</b>	\$ 65,443	\$ 65,443	\$ 49,433	\$ 49,433	\$ 49,433	\$ -
<b>Retirement Contributions - PBC 401(a)</b>	\$ 240,000	\$ 180,000	\$ 230,000	\$ 150,000	\$ 198,024	\$ 48,024
<b>Retirement Contributions - Mun. Employees</b>	\$ 198,918	\$ 183,475	\$ 176,800	\$ 180,000	\$ 206,567	\$ 26,567
<b>Total Personnel Services</b>	\$ 5,858,397	\$ 4,996,206	\$ 5,229,235	\$ 4,959,625	\$ 5,065,861	\$ 106,236
<b>Insurance</b>						
<b>Daley Center</b>	\$ 612,000	\$ 602,000	\$ 687,000	\$ 735,788	\$ 761,000	\$ 25,212
<b>General Insurance</b>	\$ 45,000	\$ 60,000	\$ 60,000	\$ 72,000	\$ 72,000	\$ -
<b>Total Insurance</b>	\$ 657,000	\$ 662,000	\$ 747,000	\$ 807,788	\$ 833,000	\$ 25,212
<b>Legal Fees</b>	\$ 341,000	\$ 256,000	\$ 188,000	\$ 182,000	\$ 182,000	\$ -
<b>Inspector General Legal Fees</b>	\$ 215,040	\$ 208,502	\$ 207,307	\$ 202,400	\$ 204,117	\$ 1,717
<b>Professional Services Fees</b>	\$ 437,000	\$ 349,000	\$ 338,000	\$ 342,000	\$ 354,000	\$ 12,000
<b>Rent/Leasehold Improvements</b>	\$ 808,718	\$ 822,064	\$ 712,427	\$ 707,268	\$ 736,590	\$ 29,322
<b>Office and Other Admin Expenses</b>	\$ 268,000	\$ 233,500	\$ 211,800	\$ 203,750	\$ 171,750	\$ (32,000)
<b>Computer Maintenance, Equipment &amp; Software</b>	\$ 535,332	\$ 470,000	\$ 428,480	\$ 452,683	\$ 452,144	\$ (539)
<b>Contingency/Business Development</b>	\$ 500,000	\$ 500,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ -
<b>Total Budget</b>	\$ 9,620,487	\$ 8,497,272	\$ 8,462,249	\$ 8,257,514	\$ 8,399,462	\$ 141,948