

PUBLIC BUILDING COMMISSION OF CHICAGO

# Malcolm X College West Side Learning Center Addition and Renovations

## Pre-Submission Conference

**Brandon Johnson**  
Mayor

**Ray Giderof**  
Acting Executive Director

April 2, 2024



# HOUSEKEEPING ITEMS

**While we wait...**

Please ensure you **SIGN-IN** with your name and company name at reception/check-in

Please **MUTE** your cellphones

If you must exit the room during the conference, please **EXIT** and **RE-ENTER QUIETLY**

Please **WAIT** for **Q&A** to ask questions

- Q&A sessions will be conducted at the end of the presentation

# AGENDA

- 01 Welcome, Introductions, Objectives & General Overview
- 02 Procurement Details & Instructions
- 03 RFP Highlights & Evaluation Criteria
- 04 Compliance Details
- 05 Design Overview
- 06 Construction Overview
- 07 Q&A

# **01 Welcome, Introductions, Objectives & General Overview**

**Ray Giderof**

Acting Executive Director

A woman with dark, curly hair, wearing a dark blazer over a patterned top, is shown in profile from the chest up. She is holding a blue marker and writing on a whiteboard. The whiteboard has several colorful sticky notes (yellow, pink, blue) attached to it. The background is a bright, slightly blurred office setting.

**Student Engagement and Hiring;  
Pre-Construction;  
Project Management;  
Planning and coordination for relocations;  
Project Control;  
Change Management;  
Reporting;  
Document Management;  
Collection, Review, and Approval of Shop Drawings,  
As-Built Drawings,  
Project Warranties;  
Commissioning;  
Close-out**

**The Construction Manager (“CM”) shall provide Construction Management at Risk Services to assist the PBC, the Architect of Record or Engineer of Record (“AOR/EOR”) and CCC with pre-construction activities, including design-assist, coordination, scheduling, development of a complete budget, estimating and budgeting the probable construction costs for the project and at each design milestone, overall coordination with the design team, and construction planning. The Construction Manager shall advise regarding initial cash flow projections for any and all critical work.**

**The Construction Manager will also be responsible for reviewing the design documents for constructability, identifying possible cost savings, and supporting the PBC and the AOR/EOR to develop a permitting strategy and obtain all necessary permits and approvals, and overall project delivery schedule.**

# Student Engagement and Hiring

- **Mission:** Promote growth, empower, train, and support student employment, as required, throughout the Project duration.
- **Goal:** Provide employment opportunities for students currently enrolled in the City Colleges of Chicago to participate on the Project, including but not limited to sponsorship into Local Union(s), along with Pre-Construction, Project Management, Scheduling, Estimating, Procurement, Risk Management, and Compliance services.
- **Requirements:** The Construction Manager will employ a minimum of two (2) students currently enrolled in the City Colleges of Chicago within thirty (30) Calendar Days of issuance of the Notice to Proceed, through Substantial Completion.
- **Sponsorship Into Local Union(s):** If the Construction Manager is signatory with Local Union(s), it will be responsible for sponsorship. If the Construction Manager isn't signatory with any Local Union(s), one of its designated Trade Contractors that is signatory with Local Union(s) will be responsible for sponsorship. The Construction Manager will be required to provide onsite apprenticeship training and coordinate any off offsite training with the applicable Local Union(s).
- **Student Involvement:** The Construction Manager shall ensure the students are actively involved in the Project, within thirty (30) Days of issuance of the Notice to Proceed through Substantial Completion.
- **Student Selection:** Upon Contract Award/issuance of the Notice of Award a meeting will be scheduled with the Construction Manager and City Colleges of Chicago to coordinate and identify students available for employment opportunities. The CM shall select students and schedule interviews/meetings with the Students within two (2) weeks of issuance of the Notice of Award. The Construction Manager shall advise in writing one (1) week in advance regarding the interview/meeting locations/platforms for the Commission's review and approval.
- **CM Responsibilities:** The Construction Manager shall properly monitor student progress and performance. The Construction Manager shall meet with the students every thirty (30) Days, or as necessary, for written evaluation, support, and feedback purposes. The CM shall prepare a Student Evaluation Form, for review and approval by the Commission. The CM shall immediately advise the Commission regarding any concerns. The CM may not replace any students without the Commission's written approval. If student replacement is approved, the CM shall ensure replacement within fourteen (14) Days.
- **Required Documentation:** the Construction Manager shall submit its Student Engagement and Hiring Plan ("Plan") with the response to the RFP. The Plan shall outline the Construction Manager's strategy for student success.

# Trade Contract Award & Management

- ❖ Manage the bid and award process with PBC concurrence.
- ❖ Collaborate with the AOR to assemble bid packages for trade subcontracts to be bid.
- ❖ Schedule and administer a public bid opening for each trade subcontract, with the supervision and participation of the PBC.
- ❖ Conduct scope reviews.
- ❖ Strategize to maximize MBE/WBE prime contractors.
- ❖ Ensure all EEO workforce provisions are achieved.



# ***02 Procurement Details & Instructions***

**Patricia Montenegro**

Deputy Director of Procurement



# Procurement Details

## Document Availability on Current Opportunities Page

<https://www.pbcchicago.com/opportunities/117918/>

## Requests for Information

- Patricia Montenegro, Contract Officer by email: [patricia.montenegro@cityofchicago.org](mailto:patricia.montenegro@cityofchicago.org)

## Addenda

- None to-date

### SOLICITATION DOCUMENT

To download a copy of the RFP DOCUMENT [CLICK HERE](#)

#### RFP FORMS:

Form A – Technical Competence and Past Performance  
Form B – Proposal Acknowledgment and Execution Page  
Form C – MBE WBE EEO CRO and CH Participation  
Form D – Joint Venture Affidavit (Schedule B)  
Form E – Disclosure Affidavit  
Form F – Disclosure of Retained Parties  
Form G – Affidavit of Non-Collusion  
Form H – Safety Information  
Form I – Legal Actions  
Form J – References

#### RFP EXHIBITS:

Exhibit A – Insurance Requirements  
Exhibit B – Performance and Payment Bond Specimen  
Exhibit C – Project Community Area Map  
Exhibit D – Assist Agencies

#### RFP ATTACHMENTS:

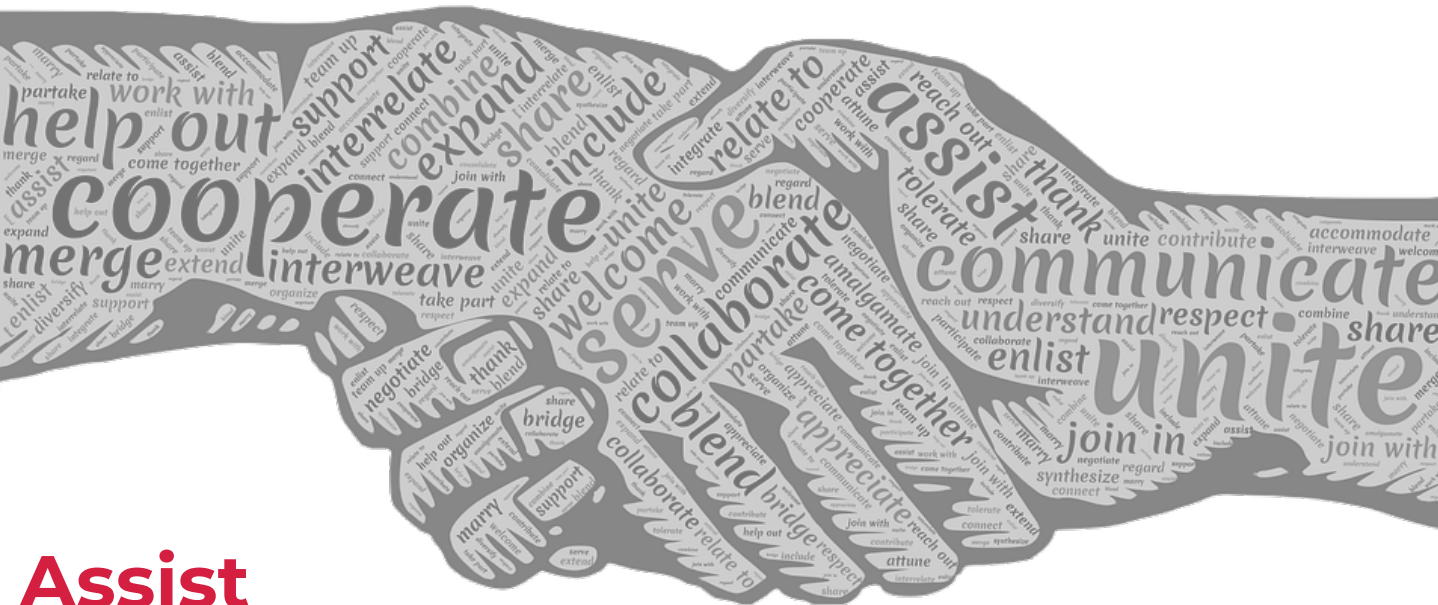
- **Malcolm X College West Side Learning Center**
  - Cost Form
  - Specifications
  - Drawings
  - Reports

# Procurement Details

## Timeline

<b>RFP</b>	<b>Wednesday, March 20, 2024</b>
<b>Pre-Submission Conference</b>	<b>Tuesday, April 2, 20224 at 9:30am</b>
<b>Site Visit</b>	<b>Tuesday, April 2, 20224 at 11:30am</b>
<b>Questions Deadline</b>	<b>Thursday, April 11, 2024 by 4:00pm</b>
<b>Submission Deadline</b>	<b>Thursday, April 18, 2024 by 11:00am</b>
<b>Interviews</b>	<b>April 30, 2024 and May 1, 2024</b>
<b>Recommendation to PBC Board (tentative)</b>	<b>May 2024</b>

# Procurement Details



## Assist Agencies

### PUBLIC BUILDING COMMISSION OF CHICAGO'S ASSIST AGENCIES

Assist Agencies are comprised of Chamber of Commerce and Not-for-Profit agencies that represent the interests of small, minority- and/or women-owned businesses. If your agency would like to be added to the PBC's Assist Agencies list, please send an email to [paulia.montenegro@pbccchicago.org](mailto:paulia.montenegro@pbccchicago.org).

**African American Contractors Association**  
 PO Box #19670  
 Chicago, IL 60619  
 Omar Shareef  
 312-915-5960  
[aacana1assoc@gmail.com](mailto:aacana1assoc@gmail.com)  
[www.aacana1.org](http://www.aacana1.org)

**Black Contractors United**  
 12000 S Marshfield Ave  
 Calumet Park, IL 60827  
 Carole Williams  
 708-389-5730  
[bcunewera@a1l.net](mailto:bcunewera@a1l.net)  
[blackcontractorsunited.com](http://blackcontractorsunited.com)

**CANDO Corporation**  
 1633 S Michigan Ave  
 Chicago, IL 60615  
 LaVerne Hall  
 (312) 488-9338  
[LHall@candocorp.net](mailto:LHall@candocorp.net)

**Chatham Business Association: Small Business Development, Inc.**  
 800 E 78th St  
 Chicago, IL 60619  
 Melinda Kelly  
 (773) 994-5006  
[melindakelly@cbaworks.org](mailto:melindakelly@cbaworks.org)  
[cbaworks.org](http://cbaworks.org)

**Chicago Cook Workforce Partnership**  
 69 W Washington Street  
 Suite 2860  
 Chicago, IL 60602  
 Marissa Lewis  
[mlewis@chicookworks.org](mailto:mlewis@chicookworks.org)  
 (312) 603-0200  
[chicookworks.org](http://chicookworks.org)

**Chicago Minority Supplier Development Council**  
 216 W Jackson Boulevard  
 Suite 600 Chicago, IL 60606  
 Debra Jennings-Johnson  
 (312) 755-8880  
[info@ChicagoMSDC.org](mailto:info@ChicagoMSDC.org)  
[chicagomsdc.org](http://chicagomsdc.org)

**Chicago Urban League**  
 4510 S Michigan Ave, 3rd Floor  
 Chicago, IL 60653  
 Kelly Evans  
 (773) 451-3547  
[kevans@chiul.org](mailto:kevans@chiul.org)  
[chiul.org](http://chiul.org)

**Chicago Women in Trades**  
 2444 W 16th St  
 Chicago, IL 60608  
 Jayne Vellinga  
 (312) 942-1444  
[jvellinga@cwit2.org](mailto:jvellinga@cwit2.org)  
[chicagowomenintrades2.org](http://chicagowomenintrades2.org)

**ConstructConnect**  
 3825 Edwards Road, #800  
 Cincinnati, OH 45209  
 Amanda Beyer  
 (513) 458-5837, Extension 5108336  
[amanda.beyer@constructconnect.com](mailto:amanda.beyer@constructconnect.com)  
[ConstructConnect.com](http://ConstructConnect.com)

**Construction Business Development Center at Prairie State College**  
 202 S Halsted St  
 Chicago Heights, IL 60411  
 Cathy Svetanoff  
 (708) 709-3568  
[csvetanoff@prairiestate.edu](mailto:csvetanoff@prairiestate.edu)  
[prairiestate.edu](http://prairiestate.edu)

**Federation of Women Contractors**  
 4210 W Irving Park Rd  
 Chicago, IL 60641  
 Jaemie Neely  
 (312) 360-1122  
[info@fwcchicago.com](mailto:info@fwcchicago.com)  
[fwcchicago.com](http://fwcchicago.com)

**HIRE360 Chicago**  
 2301 S Lake Shore Drive  
 Lakeside Center, Chicago, IL 60616  
 Deborah Whitaker  
 (312) 575-2500  
[dwhitaker@hire360chicago.com](mailto:dwhitaker@hire360chicago.com)  
[bids@hire360chicago.com](http://bids@hire360chicago.com)

**Hispanic American Construction Industry Association**  
 650 W Lake St, #415  
 Chicago, IL 60661  
 Ivette Trevino  
 (312) 575-0389  
[itrevino@haciaworks.org](mailto:itrevino@haciaworks.org)  
[haciaworks.org](http://haciaworks.org)

**Illinois Black Chamber of Commerce**  
 411 Hamilton Blvd, #1404  
 Peoria, IL 61602  
 Larry Ivory & Kenyatta Fisher  
 (309) 740-4430  
[larryivory@illinoisblackchamber.org](mailto:larryivory@illinoisblackchamber.org)  
[kfisher@ibcc.org](mailto:kfisher@ibcc.org)  
[illinoisblackchamber.org](http://illinoisblackchamber.org)

**Rainbow/PUSH Coalition**  
 930 E 50th St  
 Chicago, IL 60615  
 John Mitchell  
 (773) 256-2766  
[jmitchell@rainbowpush.org](mailto:jmitchell@rainbowpush.org)  
[rainbowpush.org](http://rainbowpush.org)

**South Shore Chamber, Inc.**  
 1750 E 71st St  
 Chicago, IL 60649  
 Tonya Trice  
 (773) 955-9508  
[ttrice@southshorechamberinc.org](mailto:ttrice@southshorechamberinc.org)  
[southshorechamberinc.org](http://southshorechamberinc.org)



**U.S. Minority Contractors Association**  
 1250 Grove Ave, #200  
 Barrington, IL 60010  
 Larry Bullock  
 (847) 852-5010  
[larry.bullock@usminoritycontractors.org](mailto:larry.bullock@usminoritycontractors.org)  
[usminoritycontractors.org](http://usminoritycontractors.org)

**Women's Business Development Center**  
 8 S Michigan Ave, #400  
 Chicago, IL 60603  
 Donna Beasley  
 (312) 853-3477  
[dbeasley@wbdc.org](mailto:dbeasley@wbdc.org)  
[wbdc.org](http://wbdc.org)

**Women Construction Owners & Executives**  
 308 Circle Ave  
 Forest Park, IL 60130  
 Mary Kay Monaghan  
 (708) 366-1250  
[mkm@mkmseviceas.com](mailto:mkm@mkmseviceas.com)  
[wcoesa.org](http://wcoesa.org)

Last Updated: 1/29/2024 11:47 AM

# Submission Requirements

## 1 Electronic Copy (via email)

- a single searchable PDF of your entire submission
- email to: [patricia.montenegro@cityofchicago.org](mailto:patricia.montenegro@cityofchicago.org)
- email Subject Line: **'Response to RFP for CMAR Services for MXC West Side Learning Center'**
- organize in Submission Checklist order
- include Financial Statements, as a separate email file

# Checklist

## TAB 1

Contact Information Page  
Cover Letter  
Proposal Acknowledgment and Acceptance (Form B)  
Table of Contents

## TAB 2

Technical Competence and Past Performance (Form A)  
References (Form J)

## TAB 3

Project Approach and Methodology

## TAB 4

Qualifications and Experience of Key Staff  
Resume  
Organizational Chart  
Licenses and General Information

## TAB 5

Disclosure Affidavit (Form E)  
Disclosure of Retained Parties (Form F)  
Affidavit of Non-Collusion (Form G)  
Legal Actions (Form I)

## TAB 6

Insurance Certificate  
Payment and Performance Bonding Capacity Letter

## TAB 7

Safety (Form H)  
QA/QC Plan  
Sample Project Schedule

## TAB 8

MBE/WBE, EEO, CRO, and CH Participation (Form C)  
Joint Venture Affidavit (Form D)  
Joint Venture Agreement

## TAB 9

Cost Form for the West Side Learning Center

## SEPARATE DOCUMENT

Financial Statements, as a separate document



# ***03 RFP Highlights & Evaluation Criteria***

**Patricia Montenegro**

Deputy Director of Procurement



# Contact Information Cover Letter Table of Contents

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FIRM NAME:	
CONTACT NAME:	
CONTACT TELEPHONE:	
CONTACT EMAIL:	
ADDRESS:	

# Forms

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- Exhibit D – Assist Agencies

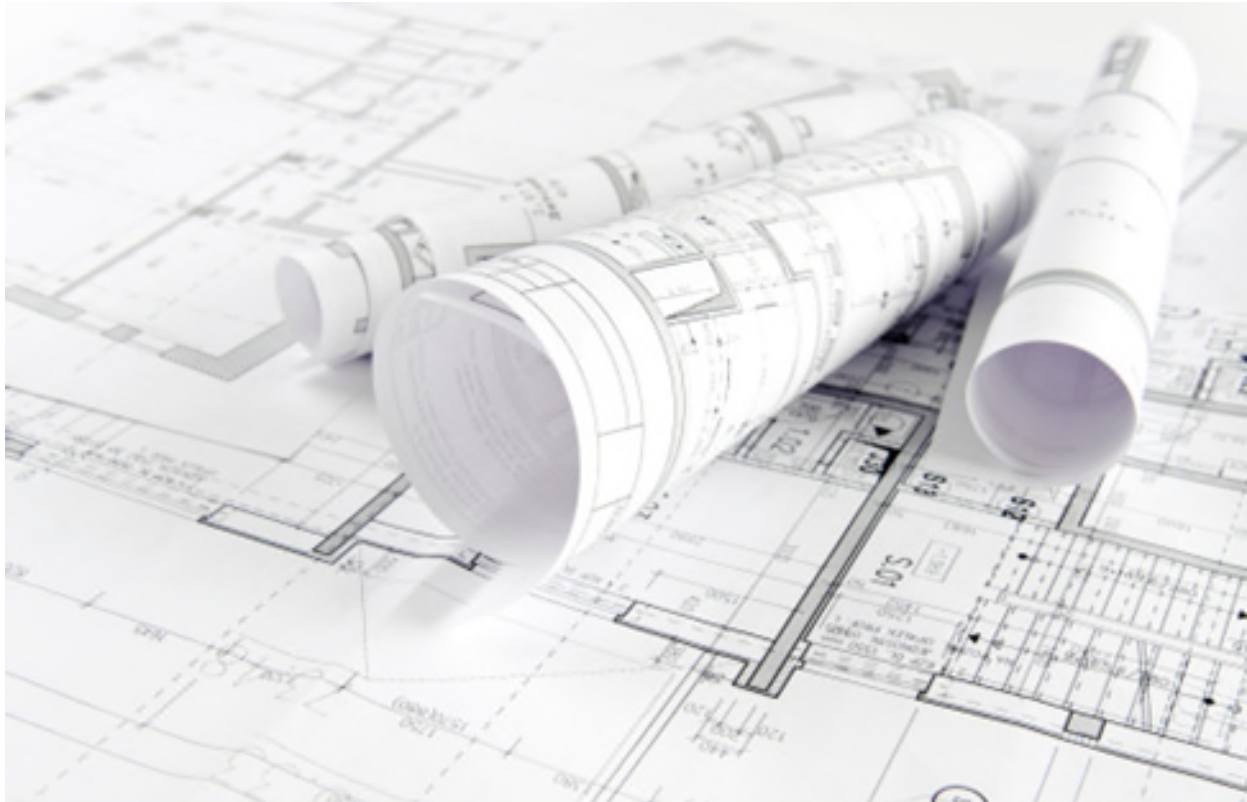
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# Form - A

## Technical Competence & Past Performance



<b>SUBMITTING FIRM NAME:</b>	
------------------------------	--

**Instructions:** Please complete a form for each project identified. A total of three (3) projects is required. Firms submitting as joint venture partners must complete forms for each respective partner.

PROJECT NO. _____			
Project Name:			
Project Type:	<input type="checkbox"/> New Construction <input type="checkbox"/> Renovation <input type="checkbox"/> Both <input type="checkbox"/> Other: _____		
Agency/Client:			
Agency Type:	<input type="checkbox"/> Public <input type="checkbox"/> Private	Respondent's Role:	<input type="checkbox"/> Construction Manager at Risk <input type="checkbox"/> Design Builder <input type="checkbox"/> General Contractor <input type="checkbox"/> Sub Contractor <input type="checkbox"/> Other: _____

### PROJECT NARRATIVE

For lengthier Project Narrative Descriptions, please attach a Narrative Statement for each Project identified. Please ensure to label accordingly. Please limit additional Narrative Descriptions to one (1) page.

# Form - A

## Technical Competence & Past Performance



<b>Roles and Responsibilities:</b> Please describe your firm's role and responsibilities (i.e., did your Firm self-perform any construction work? If so, please describe. If not, did your Firm provide management and supervision only? If your Firm provided management and supervision only, please describe all work/trade activities that were managed and or supervised)	
Notice to Proceed Issuance Date	
Contractual Substantial Completion Date (as required by the NTP)	
Actual Substantial Completion Date	
Final Acceptance Date	
Original Awarded Contract Value	
Adjusted Contract Value at Substantial Completion (Please explain any variances):	
Final Adjusted Contract Value (Please include brief summaries of all Project Change Orders):	\$
Was Project Completed in accordance with the Notice to Proceed? (If no, please explain):	<input type="checkbox"/> Yes <input type="checkbox"/> No
Did Project receive LEED Certification?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable
If applicable, what was the level of LEED Certification?	
<b>Describe Project Permitting Requirements:</b> Please identify types of permits, the city/town/village and permitting authorities that issued the permits	
Types of Permits:	<input type="checkbox"/> New Construction - standard plan review <input type="checkbox"/> Renovation – standard plan review <input type="checkbox"/> AOR Self-Certification <input type="checkbox"/> Contractor trade permits – short forms including electrical only <input type="checkbox"/> Other: _____
City/Town/Village, State:	
Permitting Authorities:	

# Key Staff / Organizational Chart

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**A. ACKNOWLEDGMENT** – The Contractor hereby acknowledges receipt of the Request for Proposal for Construction Management Services for the AIS Capital Improvement Program including, but not limited to the Forms and Exhibits.

**B. ADDENDA (if any)** – Please acknowledge your receipt of addendums by providing the Date of Addendum in the corresponding Addendum Number column.

Addendum Number	Date of Addendum
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

**C. PROPOSAL EXECUTION**

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in the day and year listed below.

**CONSTRUCTION MANAGER AT RISK** \_\_\_\_\_  
Name of Construction Management Firm, Team, or Joint Venture

\_\_\_\_\_  
Name of President or Authorized Designee

\_\_\_\_\_  
Name of President or Authorized Designee  
(by JV Partner, if required)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# Form - B Proposal Acknowledgment & Execution Page

- **Pre-Construction**
- **Bidding/Procurement**
- **Construction**



# **Project Approach**



# Form - E

## Disclosure Affidavit

### FORM E – DISCLOSURE AFFIDAVIT

SUBMITTING FIRM NAME: \_\_\_\_\_

#### I. HISTORY AND OWNERSHIP OF RESPONDENT FIRM

Any firm proposing to conduct any business transactions with the Public Building Commission of Chicago must complete this Disclosure Affidavit. Please note that in the event the Contractor is a joint venture, the joint venture and each of the joint venture partners must submit a completed Disclosure Affidavit.

The undersigned \_\_\_\_\_ as \_\_\_\_\_

Name

Title

and on behalf of \_\_\_\_\_  
 ("Bidder/Proposer/Respondent or Contractor") having been duly sworn under oath certifies the following:

#### RESPONDENT

<b>Name of Firm:</b>	_____		
<b>Address:</b>	_____		
<b>City/State/Zip:</b>	_____		
<b>Telephone:</b>	_____	<b>Facsimile:</b>	_____
<b>FEIN:</b>	_____	<b>SSN:</b>	_____
<b>Email:</b>	_____		
<b>Nature of Transaction:</b>			
<input type="checkbox"/> Sale or purchase of land <input type="checkbox"/> Construction Contract <input type="checkbox"/> Professional Services Agreement <input type="checkbox"/> Other _____			

#### II. DISCLOSURE OF OWNERSHIP INTERESTS

Pursuant to Resolution No. 5371 of the Board of Commissioners of the Public Building Commission of Chicago, all Bidders/Proposers shall provide the following information with their Bid/Proposal. If the question is not applicable, answer "NA". If the answer is none, please answer "none".

- |  |  |
|--|--|
| <input type="checkbox"/> Corporation         | <input type="checkbox"/> Limited Liability Company     |
| <input type="checkbox"/> Partnership         | <input type="checkbox"/> Limited Liability Partnership |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Not-for-profit Corporation    |
| <input type="checkbox"/> Joint Venture       | <input type="checkbox"/> Other: _____                  |

# Form - F

## Disclosure of Retained Parties

### FORM F – DISCLOSURE OF RETAINED PARTIES

#### Disclosure of Retained Parties

Pursuant to the Public Building Commission (PBC) Code of Ethics found on the PBC website at [https://www.pbcchicago.com/wp-content/uploads/2017/05/RES\\_PBC\\_eccr\\_CodeofEthicsConsolApril-2013\\_20130405.pdf](https://www.pbcchicago.com/wp-content/uploads/2017/05/RES_PBC_eccr_CodeofEthicsConsolApril-2013_20130405.pdf), a firm is required to submit a fully executed Disclosure of Retained Parties.

#### A. Definitions and Disclosure Requirements

- As used herein, "Contractor" means a person or entity that has any contract or lease with the Public Building Commission of Chicago ("Commission").
- Commission contracts and/or qualification submittals must be accompanied by a disclosure statement providing certain information about any lobbyists whom the Contractor has retained or expects to retain with respect to the contract or lease. In particular, the Contractor must disclose the name of each such person, his or her business address, the name of the relationship, and the amount of fees paid or estimated to be paid. The Contractor is not required to disclose employees who are paid solely through the Contractor's regular payroll.
- "Lobbyists" means any person who a) for compensation or on behalf of any person other than himself undertakes to influence any legislative or administrative action, or b) any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action.

#### B. Certification

Contractor hereby certifies as follows:

- This Disclosure relates to the following transaction: \_\_\_\_\_  
 a. Description of goods or services to be provided under Contract  
 \_\_\_\_\_  
 \_\_\_\_\_

- Name of Contractor: \_\_\_\_\_
- EACH AND EVERY lobbyist retained or anticipated to be retained by the Contractor with respect to or in connection with the contract or lease is listed below. Attach additional pages if necessary.

Check here if no such persons have been retained or are anticipated to be retained: \_\_\_\_\_

Retained Parties:

Name	Business Address	Relationship (Lobbyists, etc.)	Fees (indicate whether paid or estimated)

# Form - G

## Affidavit of Non-Collusion

### FORM G – AFFIDAVIT OF NON-COLLUSION

#### Affidavit of Non-Collusion

STATE OF ILLINOIS }  
 COUNTY OF COOK } SS

\_\_\_\_\_, being first duly sworn, deposes and says that:

- He/She is

(Title - Owner, Officer, Joint Venture Partner, Representative or Agent) of \_\_\_\_\_

\_\_\_\_\_ the Bidder/Proposer that has submitted the attached Bid/Proposal (name of entity submitting);

- That Bidder/Proposer is fully informed respecting the preparation and contents of the attached Bid/Proposal and of all pertinent circumstances respecting such Bid/Proposal;
- Such Bid/Proposal is genuine and is not a collusive or sham Bid/Proposal;
- Neither Bidder/Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, conspired, or agreed, directly or indirectly, with any other Bidder/Proposer, firm, or person to submit a collusive or sham bid/proposal in connection with the Contract for which the attached Bid/Proposal has been submitted or to refrain from bidding/proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder/Proposer, firm, or person to fix the price or prices in the attached bid/proposal or in that of any other Bidder/Proposer, or to fix any overhead, profit, or cost element of the bid price of any other Bidder/Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Public Building Commission of Chicago or any person interested in the proposed Contract; and
- The price or prices quoted in the attached Bid/Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder/Proposer or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.
- The Bidder/Proposer is not barred from bidding/proposing as a result of having violated Illinois Criminal Code, 720 ILCS 5/33E-3 (Bid-rigging), 720 ILCS 5/33E-4 (Bid rotating) or the Prevailing Wage Act, 30 ILCS 570/0.01 through 570/7.

Name of Affiant \_\_\_\_\_ Signature of Affiant \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Notary Public Name \_\_\_\_\_ Notary Public Signature \_\_\_\_\_

Commission Expires: \_\_\_\_\_ (SEAL)



# Form - H

## Safety Information



**SUBMITTING FIRM NAME:** \_\_\_\_\_

Respondents should be able to demonstrate the quality of their overall safety program as evidenced by their history of citations, OSHA incident rate and Experience Modification Rate (EMR).

**SAFETY INFORMATION**

<b>Does your organization have a safety program?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Month and year first implemented or last updated:</b>	_____

**Program compliance and implementation strategy:**

\_\_\_\_\_

**Please indicate whether onsite safety meetings are held and how frequently.**

\_\_\_\_\_

**PLEASE PROVIDE A COPY OF THE TABLE OF CONTENTS FROM YOUR FIRM'S SAFETY/LOSS CONTROL MANUAL**

<b>Have any citations been issued to your organization during the period of the last three years for workplace safety law violation?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, please provide detailed information for each occurrence regarding:</i>	

1. The nature of the violation for which your organization was cited.

\_\_\_\_\_

2. Summary of your position on the matter

\_\_\_\_\_

3. Official resolution of violation

\_\_\_\_\_

<b>Please provide your organization's OSHA reportable incident rate in the box:</b> <i>(If this is greater than 3.0, please attach your OSHA Form 300A Summaries for the last three years and a written explanation to the qualification questionnaire. Please explain below or attach Narrative Statement, if necessary.)</i>	_____
---	-------

\_\_\_\_\_

<b>Please provide a copy of your organization's National Council on Compensation Insurance ("NCCI") current Experience Modification Rate ("EMR").</b> If EMR rate this is greater than 3.0, please attach your OSHA Form 300A Summaries for the last three years and a written explanation to the qualification questionnaire. Please explain below or attach Narrative Statement, if necessary.)
---

\_\_\_\_\_

# Form - H

## Safety Information



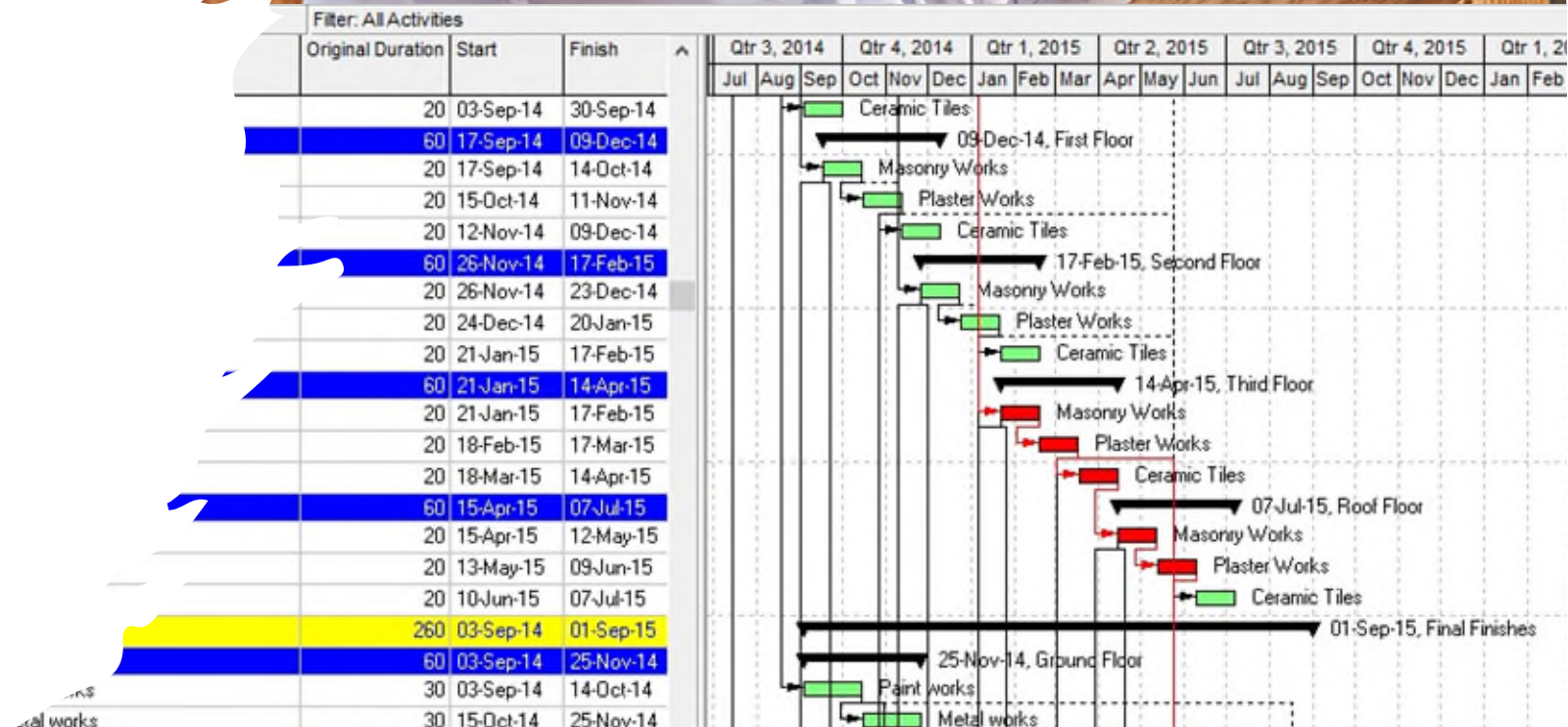
PLEASE PROVIDE NCCI RATING FOR THE PAST FOUR YEARS

Year	NCCI Rating	Year	NCCI Rating

PLEASE DESCRIBE IN DETAIL YOUR FIRM'S COVID-19 PROTOCOLS



# QA/QC Plan & Sample Project Schedule



## FORM I – LEGAL ACTIONS

**SUBMITTING FIRM NAME:**

**Instructions:** Please answer all questions below. **Each question must be answered.** If the answer to any of the questions below is **YES**, you must provide a type-written, brief description, and/or explanation in the space provided or include a Narrative Statement following this page. Incomplete supplemental information may deem your response non-responsive. Firms submitting as joint venture partners must complete forms for each respective partner.

QUESTIONS		Yes	No
1	Has the firm or joint venture been issued a notice of default on any contract awarded to it in the last 3 years? If yes to this question, please provide an explanation.	<input type="checkbox"/>	<input type="checkbox"/>
2	Has the firm or joint venture been issued a notice to cure on any contract awarded to it in the last 3 years? If yes to this question, please provide an explanation.	<input type="checkbox"/>	<input type="checkbox"/>
3	Does the firm or joint venture have any legally filed judgments, claims (liquidated damages for time, or other), arbitration proceedings or suits pending or outstanding against the firm, joint venture, or its officers? If yes to this question, please provide an explanation that includes the project name, timeline, agency, case summary, and whether or not the case is active.	<input type="checkbox"/>	<input type="checkbox"/>
4	Within the past 3 years has the firm or joint venture been a party to any lawsuits or arbitration proceedings with regard to any contracts? If yes to this question, please provide an explanation.	<input type="checkbox"/>	<input type="checkbox"/>
5	Within the last 3 years, has any officer or principal of the firm or joint venture ever been an officer or principal of another organization that failed to complete any contract as a result of termination, litigation, arbitration or similar matter? If yes to this question, please provide an explanation.	<input type="checkbox"/>	<input type="checkbox"/>
6	Has any key person with the firm or joint venture or its predecessor ever been convicted of or charged with any state or federal crime (excluding traffic violations), including but not limited to, embezzlement, theft, forgery, bribery, falsification or destruction of records, receipt of stolen property, criminal anti-trust violations, bid-rigging or bid-rotating? If yes to this question, please provide an explanation.	<input type="checkbox"/>	<input type="checkbox"/>
7	Has the firm or joint venture ever been temporarily or permanently debarred from contract award by any federal, state, or local agency? If yes to this question, please provide an explanation.	<input type="checkbox"/>	<input type="checkbox"/>
8	Within the last 3 years, has the firm or joint venture been investigated or assessed penalties for any statutory or administrative violations (including but not limited to MBE, WBE, EEOC violations – EEO liquidated damages) If yes to this question, please provide an explanation that includes the project name, agency, and dollar amount of penalty.	<input type="checkbox"/>	<input type="checkbox"/>
9	Has the firm or joint venture ever failed to complete any work awarded to it? (ie. not met Milestones, Substantial Completion)? If yes to this question, please provide an explanation.	<input type="checkbox"/>	<input type="checkbox"/>

# Form - I

## Legal Actions



# FORM J – REFERENCES

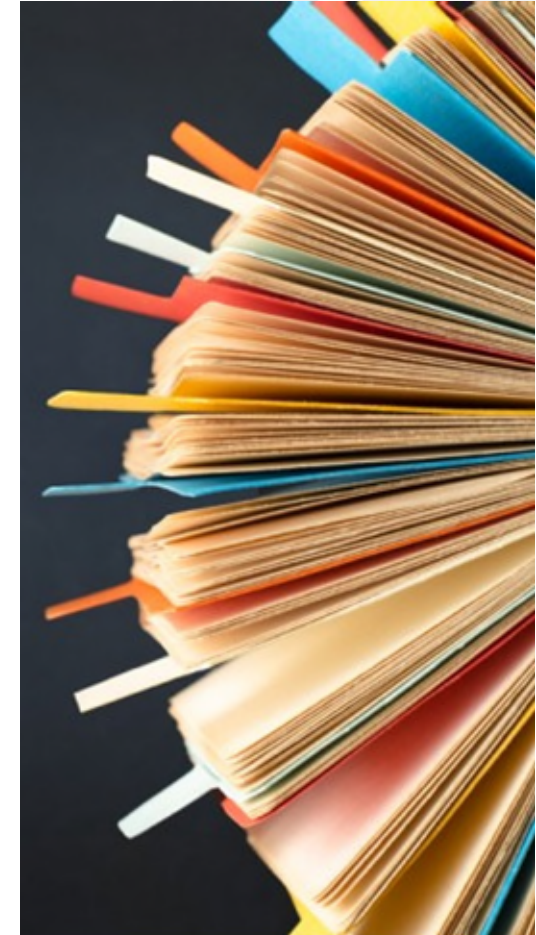
**SUBMITTING FIRM NAME:**

**Instructions:** Firms must provide at least three (3) references for the projects presented as a part of the firm’s demonstrated experience and capacity. Please indicate the name of the company for which each reference is tendered in the *Reference Firm Name* box. Firms may submit more than the minimum number of required references or submit Reference Letters in lieu of completing this form. However, if submitting Reference Letters, the minimum information requested below must be provided in the letter. Please mark with “X” in the ‘*See Attached Reference Letter*’ space provided. Current Employees of the Public Building Commission of Chicago are prohibited from being included as valid references. Firms submitting as Joint Venture partners must complete forms for each respective partner.

## REFERENCES

**PROJECT ONE NAME:**

Reference Firm Name:		Phone:	
Reference Name:		Email Address:	
Reference Title/Role on Project:		Mailing Address:	
Submitting Firm’s Role on Project (ie. GC, DB, CM, AOR):		Check this box if there is an attached Reference Letter:	



# Form - J References

# Insurance & Bonding

## Exhibit A

### EXHIBIT A – INSURANCE REQUIREMENTS

The insurance requirements listed below are the minimum requirements that will be required for work issued on a contract resulting from this Procurement. The actual requirements for the project may be higher and will be determined based on the scope and the requirements as determined in collaboration with the User Agency as determined after award. As noted in this Procurement, Respondent is to submit a certificate of insurance evidencing their current insurance program.

The Contractor must provide and maintain at Contractor's own expense, the minimum insurance coverage and requirements specified below, insuring all operations related to the Contract. The insurance must remain in effect from the date of the Notice to Proceed until Substantial Completion of the project, during completion of Punch List, as well as any time Contractor returns to perform additional work regarding warranties or for any other purpose, unless otherwise noted below or agreed by the Public Building Commission's Risk Management.

#### A. INSURANCE TO BE PROVIDED

##### 1) Workers' Compensation and Employers Liability (Primary and Umbrella)

Workers' Compensation Insurance as prescribed by applicable law covering all employees who are to provide a service under this Contract and Employers Liability coverage with limits of not less than \$1,000,000 each accident, illness or disease. Coverage will include a waiver of subrogation as required below.

##### 2) Commercial General Liability (Primary and Umbrella)

Commercial General Liability Insurance or equivalent with limits of not less than \$5,000,000 per occurrence for bodily injury, personal injury, and property damage liability. Coverage must include the following: All premises and operations, products/completed operations to be maintained for minimum of two (2) years following project completion, explosion, collapse, underground hazards, defense and contractual liability. Contractor and all subcontractors of every tier will specifically name the Public Building Commission of Chicago, the City of Chicago, the City of Chicago Department of Assets, Information, and Services, and each of their respective Board members, employees, elected officials, officers, or representatives, along with any other User Agency or others, as may be required by the Public Building Commission of Chicago, as Additional Insured using the latest version of the ISO CG2010 and CG2037. Additional Insured status will be on a primary, non-contributory basis for any liability arising directly or indirectly from the work, including the two year completed operations periods. Coverage will include a waiver of subrogation as required below.

Subcontractors performing work for Contractor must maintain limits of not less than \$1,000,000 per occurrence with the same terms herein.

##### 3) Automobile Liability (Primary and Umbrella)

When any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed, the Contractor must provide Automobile Liability Insurance, with limits of not less than \$1,000,000 per occurrence for bodily injury and property damage. The Public Building Commission of Chicago, the City of Chicago, the City of Chicago Department of Assets, Information, and Services, and each of their respective Board members, employees, elected officials, officers, or representatives, along with any other User Agency or others, as may be required by the Public Building Commission of Chicago, are to be named as Additional Insured on a primary, non-contributory basis.

Subcontractors performing work for Contractor must maintain limits of not less than \$1,000,000 per occurrence with the same terms herein.

##### 4) Contractors Pollution Liability

Contractors Pollution coverage is required with limits of not less than \$2,000,000 per occurrence for any portion of the services, which may entail, exposure to any pollutants, whether in the course of sampling, remedial work or any other activity under this contract. The contractor pollution liability policy will provide coverage for sums that the insured become legally obligated to pay as loss as a result of claims for bodily injury, property damage and/or clean-up costs caused by any pollution incident arising out of the Work including remediation operations, transportation of pollutants, owned and non-owned disposal sites and any and all other activities of Contractor and its subcontractors. Pollution incidents will include, but not be limited to, the discharge, dispersal, release or escape of any solid, liquid, gaseous or thermal irritant or contaminant, including but not limited to smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, medical waste, waste materials, lead, asbestos, silica, hydrocarbons and microbial matter, including fungi, bacterial or viral matter which reproduces through release of spores or the splitting of cells or other means, including but not limited to, mold, mildew and viruses, whether or not such microbial matter is living.

The policy will be maintained for a period of three years after final completion and include completed operations coverage. The policy will include the Public Building Commission of Chicago, the City of Chicago, the City of Chicago Department of Assets, Information, and Services, and each of their respective Board members, employees, elected officials, officers, or representatives, along with any other User Agency or others, as may be required by the Public Building Commission of Chicago, as Additional Insured. These entities must be specifically named

## Exhibit B

### EXHIBIT B – PERFORMANCE AND PAYMENT BOND

Performance and Payment Bond  
BOND NO. SPECIMEN Contract No. SPECIMEN

KNOW ALL MEN BY THESE PRESENTS, that we \_\_\_\_\_

with offices in the \_\_\_\_\_ State of \_\_\_\_\_

as \_\_\_\_\_ Principal, and \_\_\_\_\_

a corporation organized and existing under the laws of the State of \_\_\_\_\_, with offices in the State of Illinois as Surety, are held and firmly bound unto the Public Building Commission of Chicago, hereinafter called "Commission", in the penal sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally, firmly by these presents.

The condition of this obligation is such, that whereas the Principal entered into a certain Contract, hereto attached, with the Commission, dated \_\_\_\_\_, 20\_\_\_\_, for the furnishing, fabrication, delivery and installation of the

in the referenced project area and other miscellaneous work collateral thereto.

NOW, THEREFORE, if the Principal shall well and truly perform and fulfill all the undertakings, covenants, terms, conditions, and agreements of said Contract during the original term of said Contract and any extension thereof that may be granted by the Commission, with or without notice to the Surety, and during the life of any guarantee required under the Contract, and shall also well and truly perform and fulfill all the undertakings, covenants, terms, conditions and agreements of any and all authorized modifications of said Contract that may be made; and also if the Principal shall promptly pay all persons, firms, and corporations supplying labor, materials, facilities, or services in the prosecution of the work provided for in the Contract, and any and all duly authorized modifications of said Contract that may be made, notice of which modifications being hereby waived; and also, if the Principal shall fully secure and protect the said Commission, its legal successor and representative, from all liability in the premises and from all loss or expense of any kind, including all costs of court and attorney's fees, made necessary or arising from the failure, refusal, or neglect of the aforesaid Principal to comply with all the obligations assumed by said Principal or any subcontractors in connection with the performance of said Contract and all such modifications thereof; and also, if the Principal shall deliver all Work called for by said Contract of the Principal with the Commission, free and clear of any and all claims, liens and expenses of any kind or nature whatsoever, and in accordance with the terms and provisions of said Contract, and any and all modifications of said Contract; then, this said Bond shall become null and void; otherwise it shall remain in full force and effect.

The Surety does further hereby consent and yield to the jurisdiction of the State Civil Courts of the County of Cook, City of Chicago, and State of Illinois, and does hereby formally waive any plea of jurisdiction on account of the residence elsewhere of the Surety. The Principal and Surety

**GUARANTEED MAXIMUM PROJECT COST PROPOSAL**

PS3089: Malcolm X College West Side Learning Center Addition and Renovations



# Cost Form

DESCRIPTION		COST
1. General Conditions		<b>\$TBD</b>
2. Payment and Performance Bond & Insurance		
	Payment and Performance Bond	\$TBD
	Insurance	\$TBD
	Insurance	\$TBD
		<b>\$TBD</b>
3. Construction (A+B)		
A. TOTAL Pre-Construction Services <sup>1</sup>		\$TBD
B. Cost of the Work <sup>1</sup> (Cost of Construction + Allowances + CM Contingency + Commission's Contingency)		<b>\$TBD</b>
	Cost of Construction	\$TBD
	Site Work Allowance	\$TBD
	Environmental Allowance	\$TBD
	CM's Contingency	\$TBD
	Commission's Contingency	\$TBD
	TOTAL Cost of Work (B)	\$TBD
4. Construction Manager's Fee (percentage of the total value of line 3)		<input type="text"/> %
		<b>\$TBD</b>
5. The Guaranteed Maximum Project Cost Proposal will be the values of Lines 1 + 2 + 3 + 4		<b>\$TBD</b>

<sup>1</sup> Indicates values to be included in the MBE/WBE calculation (Line 3 – Construction)

<sup>2</sup> Unused portions of all funds will be returned to the Project's budget and ultimately, the City Colleges of Chicago

Signature:

Date:



# Evaluation Criteria

<b>Evaluation Criteria</b>	<b>Weighted Percentage</b>
<b>Technical Competence and Past Performance</b>	<b>25%</b>
<b>Project Approach and Methodology</b>	<b>20%</b>
<b>Price</b>	<b>20%</b>
<b>MBE/WBE Past Participation</b>	<b>15%</b>
<b>Qualifications and Relevant Experience of Key Staff</b>	<b>10%</b>
<b>Financial Capacity</b>	<b>5%</b>
<b>References</b>	<b>3%</b>
<b>Responsiveness to the Solicitation</b>	<b>2%</b>
<b>Total</b>	<b>100%</b>

# ***04 Compliance Details***

**Patrice Doyle**  
Director of Compliance



# Form - C

## MBE/WBE

## EEO CRO and CH Participation



SUBMITTING FIRM NAME:

**Instructions:**  
Please identify and report compliance history for last three (3) projects completed over the last three (3) years for which work is/was performed by your firm (government experience preferred but not required). The experience of any member of the Respondent's team will be deemed responsive to this requirement (lead partners experience preferred.) Additionally, please complete the "Demonstrate Commitment" section below.

**DEMONSTRATE COMMITMENT**  
The PBC may host outreach sessions, networking events, and community hiring intakes where the Respondent is expected to fully participate.

MBE/WBE  
Respondent must demonstrate commitment by affirming and acknowledging the PBC's MBE/WBE goals. If Respondent is not able to commit to the MBE/WBE goal stated in the RFP, please submit a narrative requesting relief and explaining why Respondent believes that the goals cannot be achieved.

EEO, CRO, and CH  
Respondent must demonstrate commitment by affirming and acknowledging the PBC's commitment to employ minority and women journeyworkers, apprentices, and laborers along with local/community residents on goals for each Project. If Respondent is not able to commit to EEO, CRO, and CH stated in the RFP, please submit a narrative requesting relief and explaining why Respondent believes that the goals cannot be achieved.

**DEMONSTRATE COMMITMENT**

# MBE/WBE EEO, CRO, and CH Participation



PROJECT ONE	
Client Name:	
Client Contact:	
Client Contact Telephone:	
Project Name:	
Project Total:	
Year Completed:	

**MBE/WBE PARTICIPATION**

Respondent must provide evidence of past experience achieving commitments to utilize minority and women owned business enterprises. Please fill in the boxes below.

MBE Goal	WBE Goal	Actual MBE	Actual WBE
%	%	%	%

**EEO, CRO, and CH PARTICIPATION**

Respondent must provide evidence of past experience achieving commitments to utilize minority and women journeymen, apprentices, and laborers. Additionally, Respondent must provide history of meeting city of Chicago (CRO) requirements and community hiring (CH) requirements. Please fill in the boxes below.

Minority Workforce					
Minority Journeyworker Goal	Minority Journeyworker Actual	Minority Apprentice Goal	Minority Apprentice Actual	Minority Laborer Goal	Minority Laborer Actual
%	%	%	%	%	%

Female Workforce					
Female Journeyworker Goal	Female Journeyworker Actual	Female Apprentice Goal	Female Apprentice Actual	Female Laborer Goal	Female Laborer Actual
%	%	%	%	%	%

City of Chicago and Community Hiring Workforce			
City of Chicago Goal	City of Chicago Actual	Community Hiring Goal	Community Hiring Actual
%	%	%	%



# Compliance Certification

- PBC ensures that only certified and experienced firms perform the required services.
- MBE or WBE firms must be certified with the **City of Chicago and/or Cook County** to receive credit as an MBE/WBE firm by the PBC.
- **30% MBE**
- **8% WBE**



# Compliance – City Residency & Community Hiring

- ✓ **City Residency Requirement:** at least **50%** of the total construction hours worked on project must be worked by City of Chicago residents
- ✓ **Community Hiring goal:** at least **7.5%** of the total construction hours worked on project must come from Community Area residents. **PBC encourages the creation of career opportunities for residents of a project's surrounding community areas, both in the construction trades, as well as skilled and unskilled workers**
- ✓ **Community Intake Sessions:** PBC and Successful Respondent will work together to locate viable candidates in the designated Community Area(s)



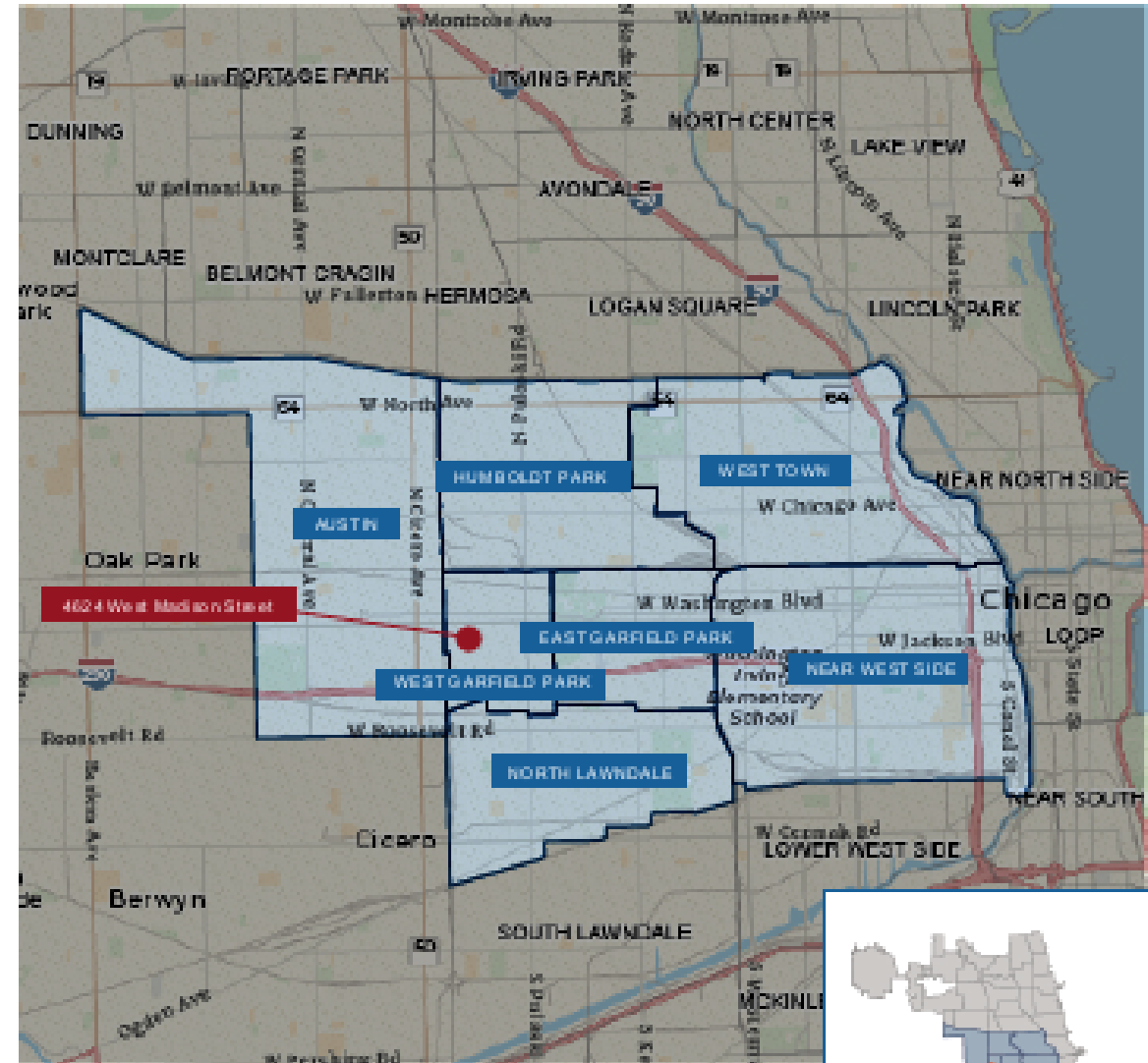
# Compliance: Community Hiring Areas

## Software

- LCP Tracker
- B2G Now

## Prevailing Wages

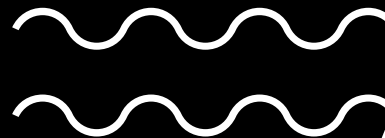
- City of Chicago Executive Order 2014-1



## City Colleges of Chicago

- West Side Learning Center Addition and Renovations  
4624 West Madison Street
- Community Areas

# EEO Contract Provisions



Minority Journeyworker Project employment goal:	40% or more of total Journeyworker hours
Minority Laborer Project employment goal:	60% or more of total Laborer hours
Minority Apprentice Project employment goal:	50% or more of total Apprentice hours
Female Journeyworker Project employment goal:	1% or more of total Journeyworker hours
Female Laborer Project employment goal:	2% or more of total Laborer hours
Female Apprentice Project employment goal:	1% or more of total Apprentice hours

...economic opportunity and maximize the use of minority persons...  
 ...of Chicago has established the Award Criteria Figure formula for the...  
 ...the contract. A contract in the amount of the Total Base Proposal (or Base Co...  
 ...responsible bidder with the lowest Award Criteria Figure pursuant to Section III.P Basis...  
 ...Public Building Commission of Chicago reserves the right to check all calculations for accuracy. The...  
 ...the Award Criteria does not abrogate the responsibilities of the Contractor to comply with federal and...  
 ...ents under the Equal Employment Act and the Illinois Human Rights Act.

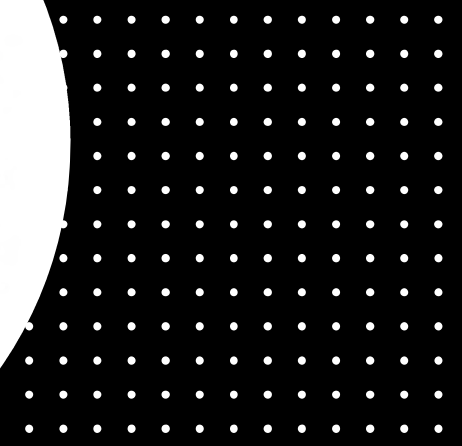
#### Instructions

The Bidder shall complete the Award Criteria Figure Formula and transfer the final Award Criteria Figure - Line 15 to the space provided on the itemized proposal sheet. Failure to complete the formula may be cause for rejection of the Bidder's proposal. The successful bidder will be held responsible for adhering to the figures submitted in Lines 1, 2, 4, 6, 8, 10 and 12 during construction of the project.

Lines 2, 4 and 6 in the formula shall not be greater than seventy percent (70%) in each category for the sole purpose of determining award of the contract. Similarly, lines 8, 10 and 12 shall not be greater than fifteen percent (15%) in each category for the purpose of award criteria only. The seventy percent (70%) and fifteen percent (15%) goals are not intended to restrict the total number of minority and female employees to be used on the project, but only to establish limiting figures for use in the formula.

#### 2. Award Criteria Figure Formula

Line 1.	Total Base Proposal (Refer to Line 9 of FORM I - PROPOSED ADJUSTMENT FACTORS), in figures	TBD
Line 2.	Percentage of the Journeyworkers hours that the Contractor proposes to be worked by minority Journey workers during construction of the project. (Maximum figure 0.70)	0.50
Line 3.	Multiply Line 2 by Line 1 by 0.04	TBD
Line 4.	Percentage of total Apprentice hours that the Contractor proposes to be worked by minority Apprentices during construction of the project. (Maximum figure 0.70)	0.10
Line 5.	Multiply Line 4 by Line 1 by 0.03	TBD
	Percentage of the total Laborer hours that the Contractor proposes to be worked by minority Laborers during construction of the project. (Maximum figure 0.70)	
	Multiply Line 6 by Line 1 by 0.01	



# Form - D

## Joint Venture Affidavit

### (Schedule B)



**SCHEDULE B - Joint Venture Affidavit (1 of 3)**

*This form is not required if all Joint Venturers are MBE/Non-MBE or WBE/Non-WBE firms. In such case, however, a written Joint Venture Agreement among the MBE/Non-MBE or WBE/Non-WBE firms should be submitted. Each MBE/WBE Joint Venturer must also attach a copy of their current certification letter.*

A. Name of Joint Venture \_\_\_\_\_

B. Address of Joint Venture \_\_\_\_\_  
\_\_\_\_\_

C. Phone number of Joint Venture \_\_\_\_\_

D. Identify the firms that comprise the Joint Venture  
\_\_\_\_\_  
\_\_\_\_\_

1. Describe the role(s) of the MBE/WBE firm(s) in the Joint Venture. (Note that a "clearly defined portion of work" must here be shown as under the responsibility of the MBE/WBE firm.)  
\_\_\_\_\_  
\_\_\_\_\_

2. Describe very briefly the experience and business qualifications of each non-MBE/WBE Joint Venturer.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

E. Nature of Joint Venture's business  
\_\_\_\_\_  
\_\_\_\_\_

F. Ownership: What percentage of the Joint Venture is claimed to be owned by MBE/WBE? \_\_\_\_\_%

G. Specify as to:  
1. Profit and loss sharing \_\_\_\_\_%  
2. Capital contributions, including equipment \_\_\_\_\_%  
3. Other applicable ownership interests, including ownership options or other agreements which restrict ownership or control.  
\_\_\_\_\_  
\_\_\_\_\_

# Joint Ventures

Include:

- ✓ Schedule B (Form D)
- ✓ Joint Venture Agreement
- ✓ Certification Letter, if MBE/WBE





# SOLE POINT OF CONTACT:

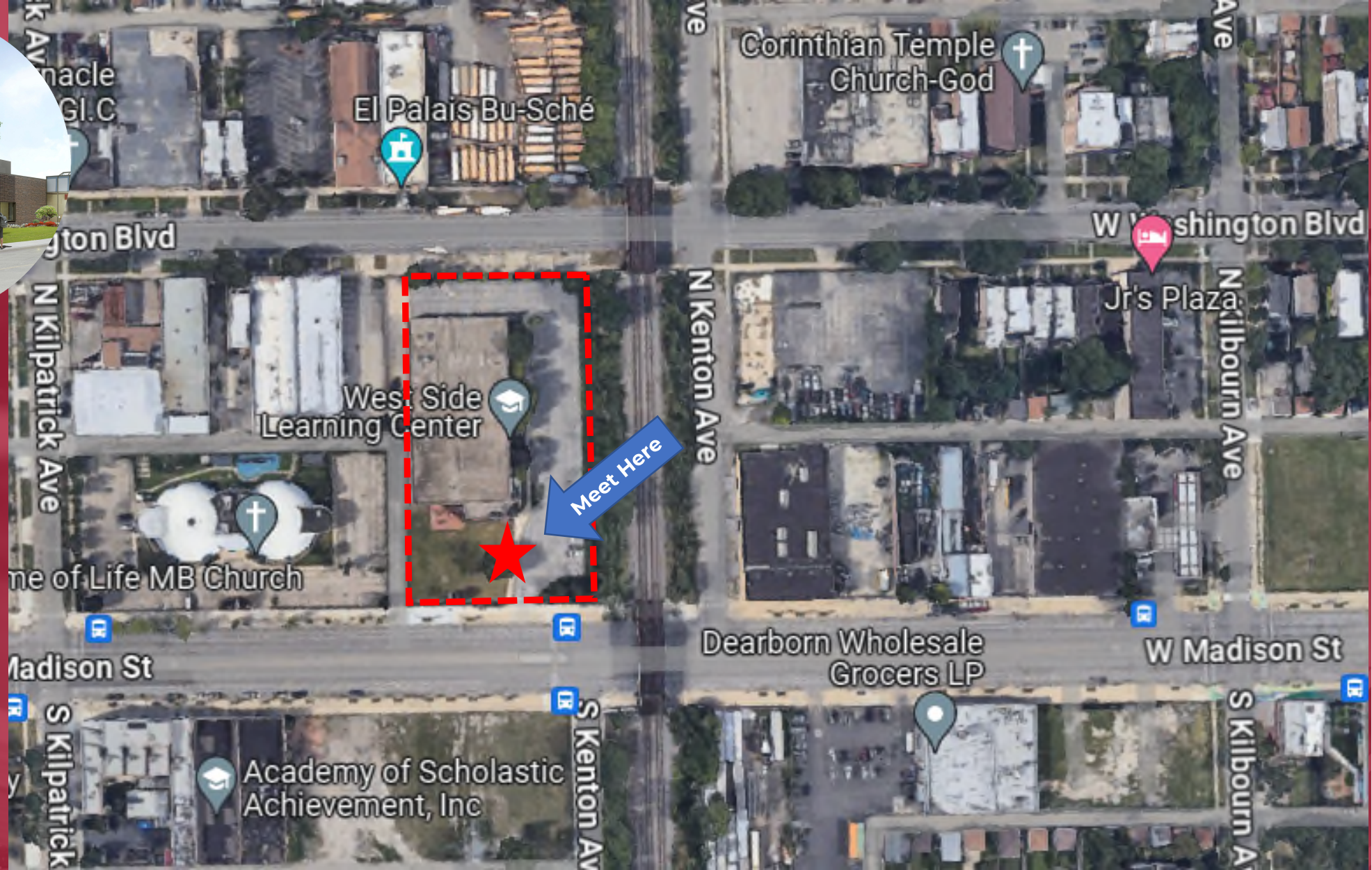
Patricia Montenegro

[patricia.montenegro@cityofchicago.org](mailto:patricia.montenegro@cityofchicago.org)

# *05 Design Overview*

**Kerl Lajeune**

Director of Planning and Design



## Project Site Overview

★ Malcolm X West Side Learning Center  
4624 W. Madison St., Chicago IL 60644

# Project Statistics & Overview

## Project Scope: Anticipated New Addition & Link

- New 1-story approx. 7,680 SF Addition
- New Entry Vestibule & Lobby w/Security Control and Link to existing School
- Multi-purpose Assembly Rm (3,216 SF) w/capacity for 460 occupants, divider partition & chair storage
- Pre-Function Lounge Area to Hall
- Men's and Women's restroom
- Catering room w/storage
- Outdoor Covered Landscape Patio accessed from Assembly Hall and Entry Lobby
- Mechanical/Electrical/Fire Protection support spaces
- General Building Storage
- LEED® v4 Silver Certification

## Project Scope: Anticipated Site Development

- Resurfaced & stripped asphalt parking lot w/70 spaces including 3 ADA Spaces & 3 EV-Ready Stations
- 4 New bicycle racks (2 bikes each = 8 total bikes)
- New Trash and Recycling Refuse
- Site managed stormwater requirements

## Project Scope: Anticipated Renovations to Existing School Facility

- Lobby renovation and re-cladding with interior signage and graphics
- Basement stair access upgrades
- New Fire Alarm System
- New approximately 22,401 SF of Roof Replacement
- Replace existing outdated air handling units (AHU) with new high efficiency packaged mechanical units
- Reconfigured restroom renovation for All-Gender use
- New IDF room in lower level
- New Security Control @ Corridors

## Existing Building History: MXC WSLC

- +/-30,081 SF Single-Story Building with Basement
- Building Renovations as a Trade School in 1986
- Program: Admin, 5 Classrooms, 2 Biology Rms, 4 Labs, Student & Teacher's Lounge, Conference, Multi-Purpose Rm, M/W Restrooms, Child Services, and other support spaces

# Project Summary

## SECTION III – PROJECT SUMMARY AND CONTRACTUAL OBLIGATIONS

### A. PROJECT SUMMARY

PROJECT NAME:	Malcolm X College West Side Learning Center Addition & Renovations
USER AGENCY:	City Colleges of Chicago (CCC)
PROJECT ADDRESS:	4624 W Madison Street, Chicago IL 60644
PROJECT NUMBER:	03720
PROJECT WARD/ALD:	28 – Jason C. Ervin
DESIGN ARCHITECT:	Bailey Edward Design Inc. (WBE)
ARCHITECT OF RECORD:	Bailey Edward Design Inc. (WBE)
PROCUREMENT:	Construction Manager at Risk [CM@R]
CXA COMMISSIONING:	Procon Consulting [Per AOR]

### PROJECT DESCRIPTION:

Located in the Austin community, the West Side Learning Center (WSLC), is the satellite campus of Malcolm X College, that offers courses for a two-year associate degree as well as basic and advanced certificates in Health Science career pathways. The project scope, identified as Phase-II, is anticipated to include but is not limited to a new approximately +/- 7,680 sq. ft., one-story addition to an existing single-story facility intended to add an assembly hall for teaching and learning with site development. The proposed addition will include a large multi-purpose assembly hall with a dividable partition for recreational and meeting purposes, with an ideal capacity for 460 people; chair storage; catering room; men and woman toilet rooms; equipment storage; covered outdoor patio; lobby lounge and adjoining vestibule space with security control; along with a link to the existing facility at grade and basement level.

The new addition project will be designed to achieve minimum target of LEED v4.0/v4.1 Silver Certification as defined by the U.S. Green Building Council (USGBC). The new school building's maximum height is anticipated at +/- 23'-0" to be confirmed by further design development.

Renovations within the existing 1986 facility will include systems connections from the new Addition, along with Interior mechanical and plumbing upgrades including air handling units, unit ventilators, along with electrical upgrades. Exterior renovations will include a full roof replacement and all AHU's of the existing facility. Separately, demolition scope at the link exterior wall to provide access from the new Addition at the first floor above grade.

The project will also include site improvements for stormwater management infrastructure and for conformance to the landscaping ordinance. As part of instituting site BMP's [Best Management Practice], the project will retain the stormwater discharge through underground piping beneath the existing parking lot. The existing Full-Time Equivalent (FTE) is 8 and is projected to remain without impact on the project when the addition is completed. Based on the projected FTE, the site minimum parking on the zoning ratio of 3:1 is 2 min spaces, but determined by DPD for the trade school set at twenty-eight (28) automobile parking spaces. However, resurfacing of the current parking lot provides for 70 total spaces, incl. 3 ADA stalls (@ 5%). Additional site development anticipates three (3) EV-Ready stations in the parking lot and the project will include twelve (12) new bicycle racks per requirement.

### PROPOSED PROJECT SCHEDULE:

The proposed design and construction schedule as well as any other proposed dates for this procurement are subject to change.

- **Construction Management @ Risk (CM@R) Approval at PBC Board** **May 14, 2024 (Anticipated)**
- **Substantial Completion:** **November 28, 2025**
  - *Scope: New Addition, Site Improvements, Interior Renovations and Associated Work*
  - *Start no sooner than date August 31, 2024*
- **Milestone 1:** **November 28, 2025**
  - *Scope: New Roof and AHU Replacement*
  - *Start no sooner than date April 1, 2025*

The CM is responsible for providing assistance on all design, engineering, permitting tasks, confirming construction costs, Project Schedule and delivery, along with procuring Subcontractors to execute all required construction work.

### ANTICIPATED CM@R BUDGET:

**\$10,000,000 - \$10,500,000**

The budget includes but is not limited to: General Conditions, Insurance, Bond, Pre-Construction, General Requirements, Student Engagement and Hiring, Contingencies, Cost of Construction, and Construction Manager's Fee.

### STUDENT ENGAGEMENT AND HIRING:

Provide employment opportunities for students currently enrolled in the City Colleges of Chicago to participate on the Project, including but not limited to sponsorship into Local Union(s), along with Pre-Construction, Project Management, Scheduling, Estimating, Procurement, Risk Management, and Compliance services. Promote growth, empower, train, and support student employment, as required, throughout the duration of the Project.

### PROJECT CONSIDERATIONS:

Permitting: Standard Plan Review

Occupants: Building will be in use during construction

Environmental: ACM and LBP Abatement anticipated

Project Phasing, as required



# WEST SIDE LEARNING CENTER ANNEX & RENO

## Building Information

- 4624 W. Addition Str.
- West Garfield Park Neighborhood
- +/- 7,680 New Addition,
- +/- 35,426 SF Existing
- 1 level + basement
- Masonry building
- Occupied

## Scope Intent

- Expand for the Teaching and Learning of Advanced Certificates in Health Science Career paths.

## Scope of Work

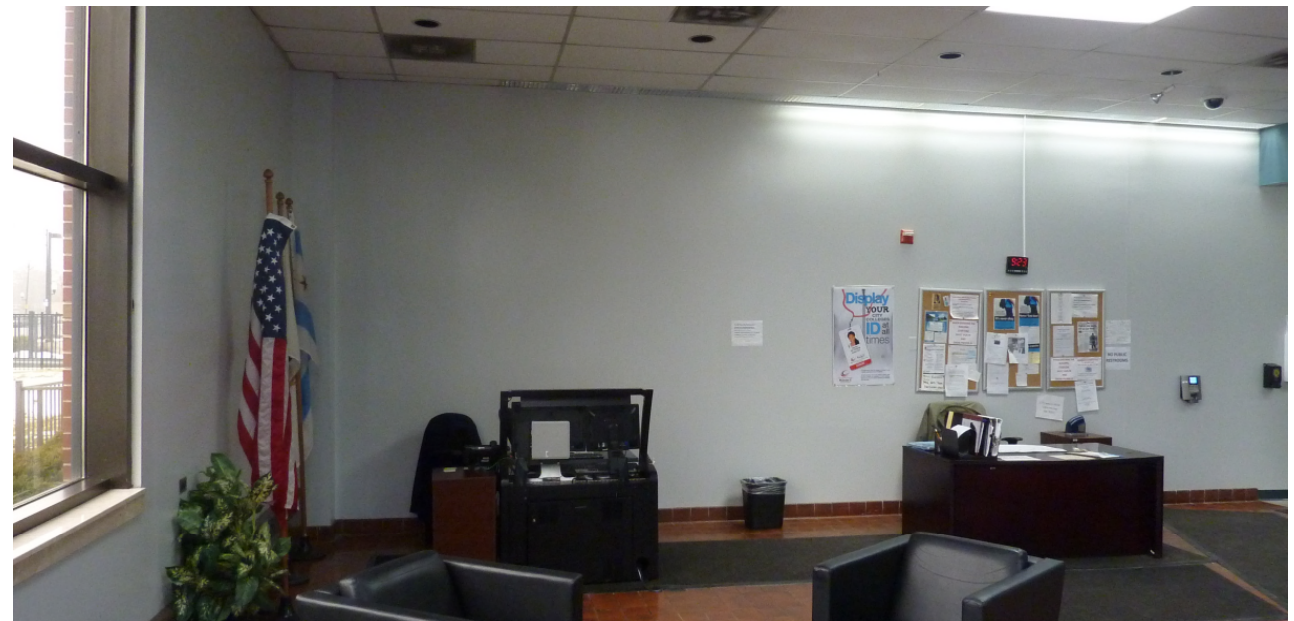
- Construction of a new Assembly Hall Addition
- Site Development w/Parking Lot Resurfacing and Associated Landscaping
- New Roof and AHU Replacement
- Interior Renovations to Restrooms

## Project Considerations

- Permitting
  - Standard Plan Review (SPR)
- Environmental:
  - ACM and LBP Abatement
  - Subtitle-D Soil Haul-Off
- Project Phasing, per Plans
- Occupied Building year-round

## Proposed Project Schedule

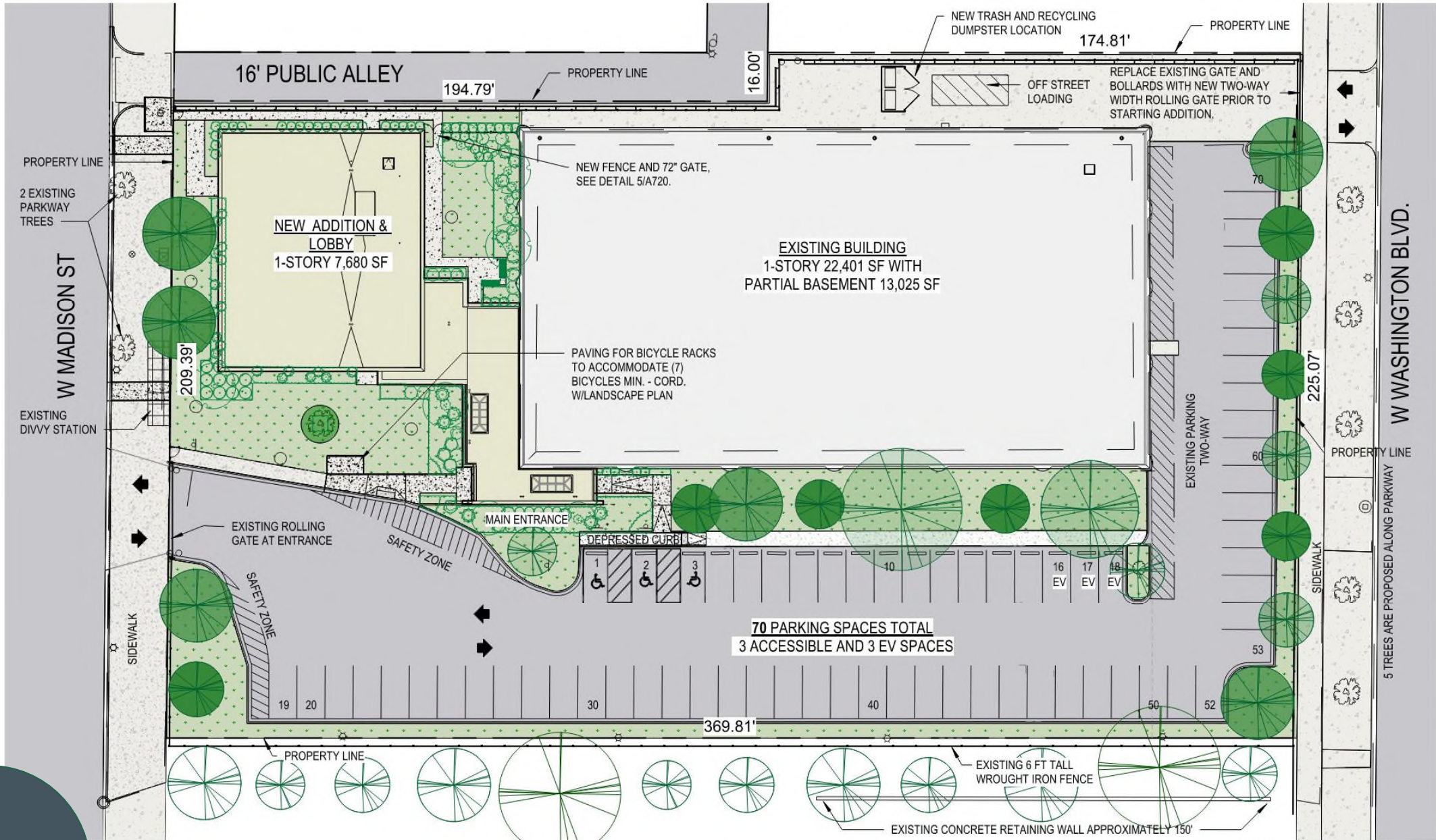
- Construction Documents
  - Q2 2024
- Permitting
  - Q3 2024
- Substantial Completion
  - Q4 2025



Existing Conditions



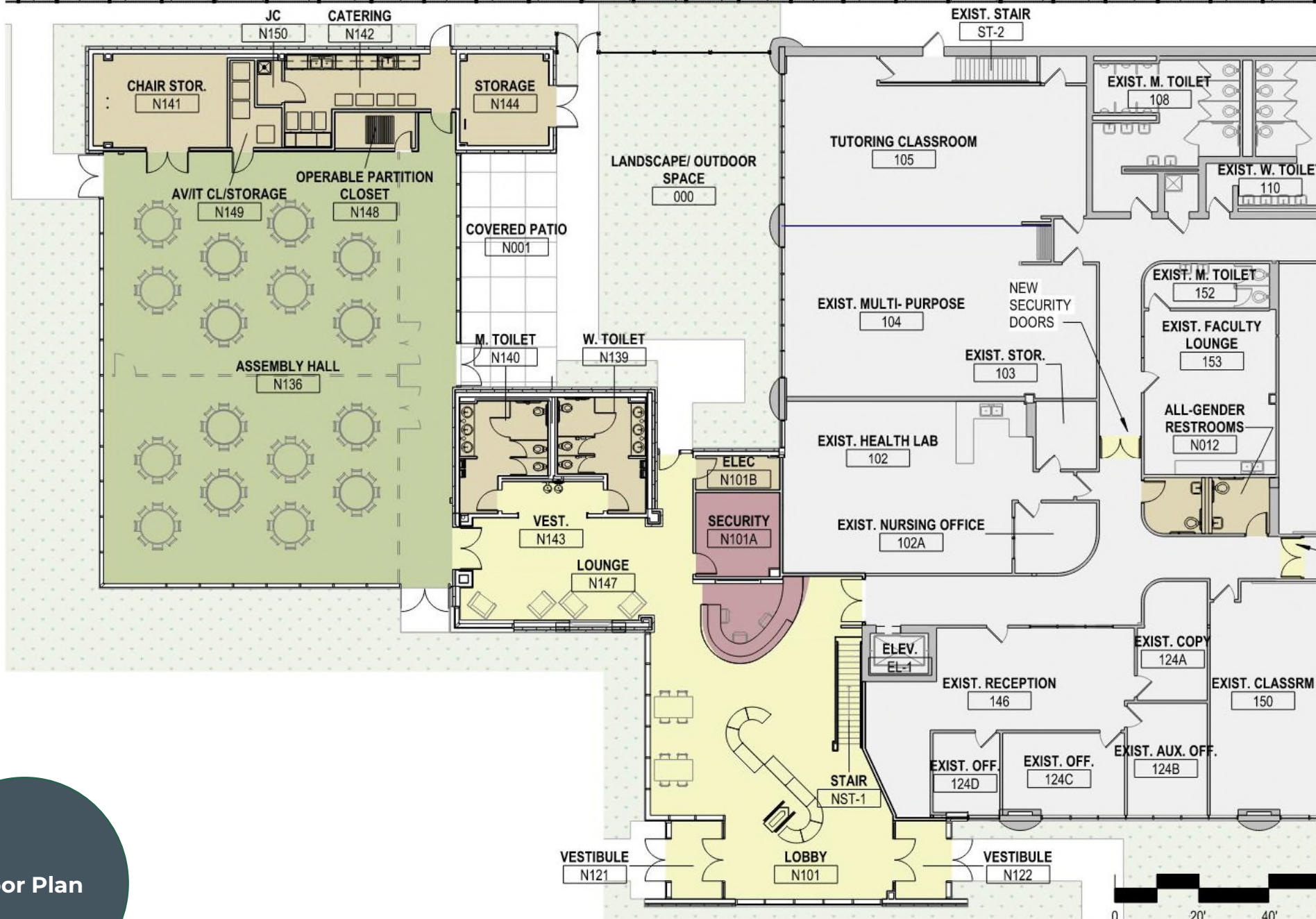
Site Plan



CHICAGO & WESTERN BELT LINE RAILROAD COMPANY



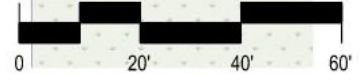




**AREA LEGEND**

- PRIMARY
- ADMIN
- SUPPORT
- CIRCULATION
- EXISTING

Floor Plan





Malcolm X  
Education and Work

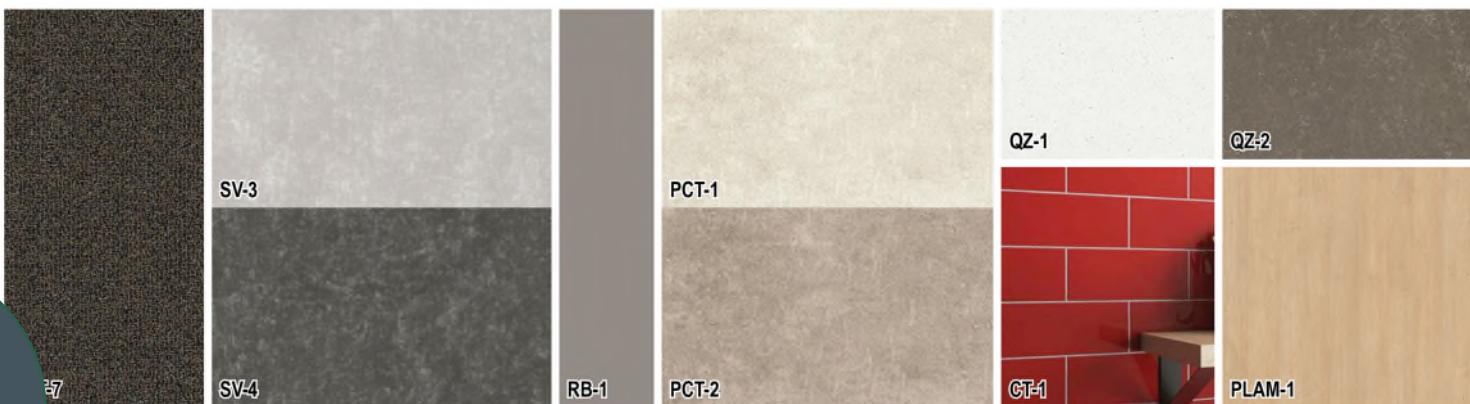
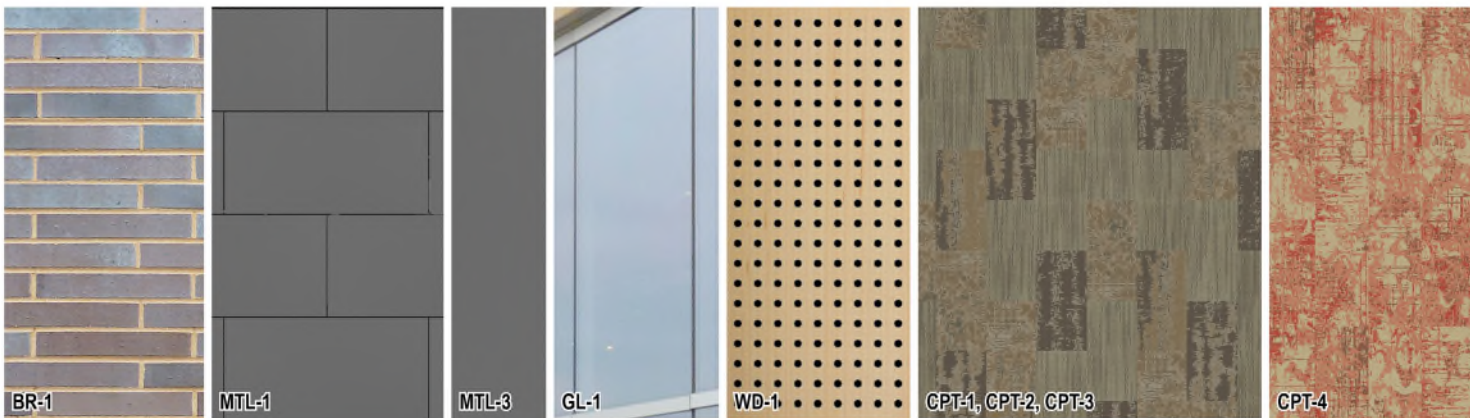
Proposed  
Exterior  
View



Proposed Interior Lobby & Link



Proposed  
Interior  
Assembly  
Hall



**Legend:**

- PT-1 Typical Wall, Support Spaces
- PT-2 Accent Wall, Support Spaces
- PT-3 Accent Wall at Restrooms
- PT-4 Lobby Exposed Ceilings
- PT-5 Accent Wall,
- VWC-1 Vinyl Wall Graphic
- MTL-2 Ceiling Blades, Lobby
- MS-1 Window Shades
- AB-1 Acoustic Ceiling Baffle, Community Room
- WC-1 Vinyl Operable Panel Covering
- BR-1 Exterior Brick Dark Ironspot
- MTL-1 Exterior Metal Panels
- MTL-3 Curtain Wall Mullions
- GL-1 Exterior Glazing
- WD-1 Acoustic Wood Panels
- CPT-1,2,3 Carpet Tiles, Community Room & Security
- CPT-4 Accent Carpet, Community Room
- CPT-7 Walk-Off Carpet
- SV-3 Sheet Vinyl, Lobby Field, Catering, & Vestibule
- SV-4 Sheet Vinyl, Lobby Accent
- RB-1 Resilient Wall Base
- PCT-1 Porcelain Tile, Bathroom
- PCT-2 Porcelain Tile, Bathroom & Vestibule
- CT-1 Ceramic Tile Accent, Bathroom
- QZ-1 Quartz Countertops, Lobby
- QZ-2 Quartz Countertops, Catering & Bathroom
- PLAM-1 Plastic Laminate, Catering

**Proposed  
Interior  
Finishes  
Board**

# **06 *Construction*** ***Overview***

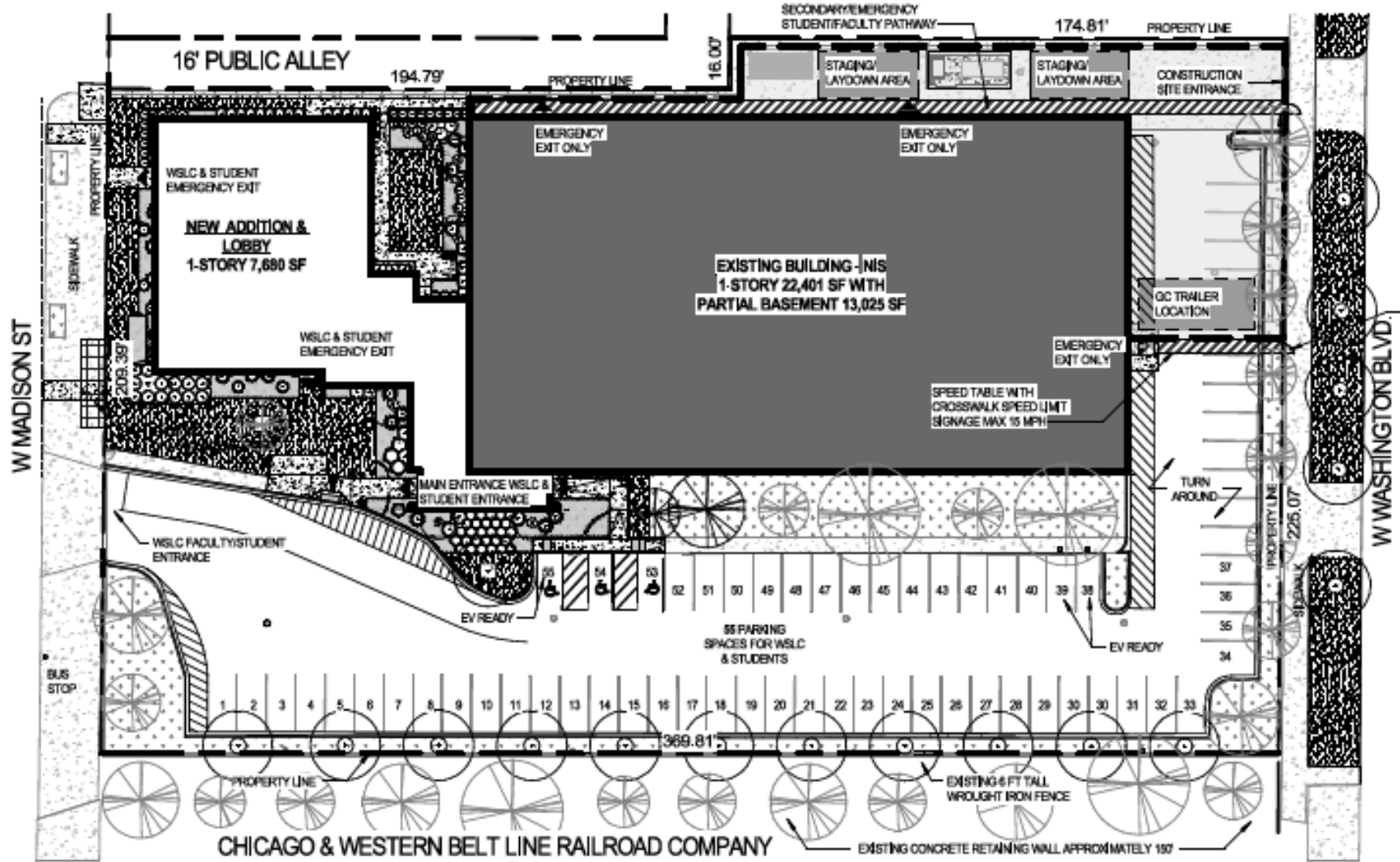
**Randy Williams**

Senior Project Manager

**GENERAL CONSTRUCTION NOTES:**

1. CONTRACTOR SHALL PROVIDE A SAFE AND ACCESSIBLE ROUTE, INCLUDING RAMPS AS REQ'D FROM PUBLIC SIDEWALK THROUGH SITE AS SHOWN AND REMOVAL OF ANY EXISTING LANDSCAPE AS REQUIRED.
2. CONTRACTOR SHALL ASSESS EXISTING SITE LIGHTING AND VERIFY IF SUPPLEMENTAL LIGHTING IS REQ'D PER CODE FOR ALL STUDENT ACCESS PATHS TO AND FROM BUILDING VIA PUBLIC SIDEWALKS NORTH AND SOUTH THROUGHOUT CONSTRUCTION.
3. CONTRACTOR SHALL PROVIDE SIGNAGE FOR ALL TEMPORARY ACCESS GATE FOR STUDENTS.
4. CONTRACTOR SHALL UPDATE WAYFINDING SIGNAGE ON THE INTERIOR FOR ALL EXITS ACCESSIBLE TO STUDENT THROUGHOUT CONSTRUCTION PHASES.
5. CONTRACTOR SHALL REPLACE TEMPORARY GATES BACK TO EXISTING FENCE UPON COMPLETION OF PROJECT AND REPAIR AND REPLACE LANDSCAPING AT TEMPORARY STUDENT ACCESS PATHS.
6. THE NORTH EXIT THAT IS TO BECOME THE TEMPORARY MAIN STUDENT AND STAFF ENTRANCE, SHALL HAVE A TEMPORARY SECURITY DESK AT THE FIRST HALLWAY INTERSECTION WHICH WILL REQUIRE POWER, DATA AND THE TALKMASTER. THE DOOR SHALL HAVE THE REQUIRED LOCKSET HARDWARE.
7. PROVIDE 8 FOOT HIGH FENCE AROUND CONSTRUCTION SITE. EQUIP WITH VEHICULAR AND PEDESTRIAN GATES WITH LOCKS. LOCATE WHERE INDICATED ON PLANS, SEE SPECS FOR ADDITIONAL INFORMATION.

GENERAL CONTRACTOR AND ELECTRICAL CONTRACTOR SHALL COORDINATE ALL WITH OWNER PRIOR TO COMMENCEMENT OF EACH PHASE OF THE WORK.



CONTRACTOR TO REMOVE FENCE PANEL BETWEEN UPRIGHTS AND PROVIDE TEMPORARY GATE WITH LOCK AND SIGNAGE FOR STUDENT ACCESS. AFTER CONSTRUCTION IS COMPLETE CONTRACTOR WILL REINSTALL GATE AND LANDSCAPING AS REQUIRED.

**1 MILESTONE 1 EXISTING ROOF AND AHU REPLACEMENT**

1" = 30'-0"

Proposed Schedule: April 1, 2025 - November 28, 2025

- Scope: New Roof Replacement @ Existing Facility
- New AHU Replacement
- Work may not commence sooner than April 1, 2025
- New Roofing Asphalt work cannot be performed during regular school hours
- School Occupants are year-round







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# 07 Q&A

# Q & A

