PUBLIC BUILDING COMMISSION
MINUTES OF THE ADMINISTRATIVE OPERATIONS COMMITTEE MEETING
AUGUST 12, 2024

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

The Administrative Operations Committee of the Public Building Commission of Chicago held a meeting on August 12, 2024, at 3:00 p.m., at the Richard J. Daley Center, 2nd floor Boardroom. The meeting was live streamed.

The following Committee members were present:
Chairman Jose Maldonado
Commissioner Arnold Randall

Also present:
Ray Giderof, Acting Executive Director

James Borkman
Patrice Doyle
Lisa Giderof
Gabriela Herrera, Neal and Leroy
Rudy Manning (remote)
Mary Pat Witry

The reading of the minutes of the July 8, 2024, Administrative Operations Committee meeting, which was previously distributed, was dispensed with. Upon motion duly made and seconded, the minutes were unanimously adopted.

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

The Director of Procurement reported on two task order awards for Specialty Consultant Environmental Renovation/Demolition Services to Specialty Consulting, Inc. (MBE) for the Dett Elementary School Annex Project in the amount of $56,814.00 and to Carnow, Conibear & Associates (MBE/WBE) for the Pershing Road Center Building Project in the amount of $84,180.00.

The Director of Procurement reported on two Bid Openings. The first report was for Contract C1610 for the Chicago Department of Transportation Capital Program – Alleys at various locations Package 2. The PBC received competitive bids and the PBC intends to recommend the lowest responsive, responsible bidder at the upcoming Board Meeting. He also reported on the Bid Opening for Contract C1611 for the Emergency Medical Services Addition Project located at 701 North Kilbourn Avenue. The PBC received four competitive bids. The bid tabulation is provided in the committee packet. The bids are under review with a recommendation anticipated at the next Board meeting.

Commissioner Randall asked if the bids are listed in order of dollar value. The Director of Procurement responded that the bids are listed in order, based on the award criteria.

Finally, the Director of Procurement reported on the PBC's proposed Adoption of the City of Chicago's Target Market IT Master Consulting Agreement with Catalyst Consulting Group. For several years, the PBC has utilized the City of Chicago's Master IT Agreement with Catalyst Consulting.

The PBC will enter into their own agreement by utilizing the PBC's cost and task order-based agreement language to issue task orders for the required IT Services.

Commissioner Randall asked the reason for adopting the city's contract? The Director of Procurement responded that the City of Chicago issued a Target Market solicitation for a Request for Qualifications for the services with several respondents. The PBC is confidant the city has completed the due diligence required to assess and evaluate the capabilities of the IT firms. The city entered into an agreement with Catalyst Consulting Group based on the firms' qualifications.

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

The Acting Executive Director reported on one Field Order exceeding the reporting threshold. The full Field Order Report is listed below.

Dett Elementary School Annex and Renovations/ General Contractor / C1604 K.R. Miller Contractors, Inc. / Original Contract Value: $30,522,000.00 / Approved Change to Date: $0.00 / Revised Contract Value: $30,522,000.00.

034 7/18/2024 $0	Time of Completion Modifications.
037 7/29/2024 $21,538.00	Provide labor, material and equipment for electrical service modifications associated with the existing building and new annex.

CDOT WPA Street Reconstruction (Filmore) / General Contractor / C1605 M.Q. Sewer & Water Contractors, Inc. DBA MQ Construction Company/ Original Contract Value: $2,482,795.30/ Approved Change to Date: $0.00 / Revised Contract Value: $2,482,795.30.

001 7/23/2024 $4,200.00	Pump out and clear obstructions in existing sewer line and provide final report for review.

The Acting Executive Director provided a recommendation of a Change Order as follows:

A Change Order in the amount of $79,732.70 for streetscape scope, including labor, material, and equipment to remove and replace existing sidewalk, curb and gutter and furnish and install conduit for the Belmont Cragin Elementary School Project.

The Acting Executive Director reported on regular reports, development status and other matters as follows.

Since the July 8, 2024, AO Committee meeting, the PBC participated in or hosted several community outreach events.

On July 11th, PBC's Director of Procurement, James Borkman, and Deputy Director of Procurement, Patricia Montenegro, attended the Government Procurement Compliance (GPC) Forum. The GPC is a strategic planning effort to drive cross agency improvements to make the region a benchmark for procurement and compliance processes that are streamlined, equitable, and transparent. The PBC is proud of the work the team does to provide meaningful opportunities to minority and women owned businesses.

On July 15th and 16th, the PBC compliance team hosted virtual community hiring events related to the CDOT Alley Project (Package 1).

On July 31st and August 5th, the PBC compliance team also hosted community hiring events at the Avalon Branch Library, located at 8148 South Stony Island, and at Hayes Park Natatorium located at 2936 West 85th Street. The in-person events were for the CDOT WPA Street Reconstruction Project on South Central Park Avenue and East 91st Street. These virtual and in-person community hiring events provide a unique platform for job seekers to apply to work on PBC projects and connect directly with hiring managers regarding employment opportunities.

On August 8th, PBC staff attended a community meeting with 4th ward Alderman Lamont Robinson, Kenwood Principal Calloway, the Architect of Record, and CPS partners to provide status updates regarding the Kenwood Academy Link and Mechanical Project.

The AO Committee accepted the reports from the Acting Executive Director.

The meeting was adjourned.