

**PUBLIC BUILDING COMMISSION
MINUTES OF THE ADMINISTRATIVE OPERATIONS COMMITTEE MEETING
SEPTEMBER 3, 2025**

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 September 3, 2025, at 1:00 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, Executive Director

James Borkman
Lisa Giderof
Gabriela Herrera, Neal & Leroy
Rudy Manning (remote)
Patricia Montenegro
Bryant Payne (remote)
Tanya Foucher-Weekley
Mary Pat Witry

The reading of the minutes of the Administrative Operations Committee meeting held on June 5, 2025, which had been previously distributed, was dispensed with. Upon a 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 a task order awards for Specialty Consultant Services for Environmental Engineering Services to Carnow, Conibear & Associates, Ltd., MBE/WBE firm, in the amount of \$122,064.00 for the Logan Square Plazas Project and to AECOM Technical Services, Inc in the amount of \$127,441.14 for the Kells (George) Park Fieldhouse Project and to Terracon Consultants, Inc. in the amount of \$91,861.05 for the Bronzeville Regional Senior Center Project. Task order award for Surveyor Services to Weaver Consultants Group North Central, LLC in the amount of \$28,070.00 for the Bronzeville Regional Senior Center Project and a task order award for Geotechnical Services to AECOM Technical Services, Inc. in the amount of \$93,530.76 for the DWM New Facility (Lawrence) Project

The Director of Procurement provided a recommendation for the appointment of a firm to provide Insurance Brokerage Services for three categories:

1. property/casualty
2. crime, bonds, directors' and officers' liability and
3. health benefits

The current agreement expires October 1, 2025. On July 8, 2025, the PBC issued a Request for Proposals (RFP) for Insurance Brokerage Services.

In response to the public advertisement, targeted outreach, extensive publication, a pre-submission conference, and notification at numerous events attended by the PBC, the PBC received one (1) proposal.

An Evaluation Committee comprised of representatives from PBC departments and subject matter experts reviewed the proposal and evaluated the respondent on:

- Qualifications, experience, and past performance;
- References and reference responses;
- Project approach, market access, and quality assurance;
- Qualifications and relevant experience of proposed key personnel;
- Commitment to Minority- and Women-Owned Business Enterprise (MBE/WBE) participation and plans to achieve stated goals; and
- Cost proposal for each category.

The respondent was deemed capable of providing the required services and was invited to participate in an interview with the committee. Prior to and during this interview, the committee requested additional information, including:

- Experience with public sector clients of similar scale and structure;
- Program design, pricing strategy, and cost control measures; and
- Specific plans for implementing MBE/WBE participation throughout the agreement term.

The Director of Procurement further reported that after careful consideration of the pricing proposal, the firms' familiarity with the PBC, and the utilization of the incumbent currently providing Category 2 insurance brokerage services to the PBC, the Evaluation Committee recommends the appointment of Alliant Insurance Services, Inc. to provide insurance brokerage services for all three categories.

Alliant has proposed a reduction from their current fee structure while expanding services, resulting in an estimated savings of \$1,500 over the initial three-year term of the agreement.

This recommendation is based on Alliant's demonstrated expertise, their commitment to maximizing MBE/WBE participation, and their approach to the Commission's unique insurance needs. The proposed team includes Cynasure Insurance, a certified Minority and Women Business Enterprise (MBE/WBE) firm and J.A. Watts, Inc., a certified Women Business Enterprise (WBE) firm.

Staff will negotiate a master term agreement with Alliant for Insurance Brokerage Services – Categories 1, 2, and 3.

The master term agreement will be in an amount not to exceed \$121,500.00 per year, with an initial three-year term and two (2) optional one-year extensions.

Commissioner Randall inquired whether Alliant is currently providing insurance brokerage services to the PBC. The Director of Procurement confirmed that Alliant is the current provider for Category 1 and Category 3 services, while CS Insurance provides Category 2 services. It was noted that Cynasure, listed as a subconsultant in the current proposal, was created by CS Insurance. The Director of Procurement emphasized that the transition is expected to be seamless, with full access to the proposed team to support the PBC.

Commissioner Randall asked about the duration of the current contract. The Director of Procurement responded that the contract was awarded in 2018.

Further, Commissioner Randall asked whether the PBC had insight into similar sized brokerage firms and why others may not have responded. The Director of Procurement responded that he had researched local municipalities including Cook County and other city and county sister agencies. His findings indicated that many similarly sized agencies also rely on Alliant for these services. He added that there are approximately two to three brokerage firms that specialize in serving government entities. Commissioner Randall thanked the Director of Procurement for his thorough follow-up.

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

The Executive Director reported that there are no Field Orders above the reporting threshold. The full Field Order Report is listed below:

Kenwood Academy Link and Mechanical Project/ General Contractor / C1602R F.H Paschen, S.N. Nielsen & Associates, LLC / Original Contract Value: \$9,985,000.00 / Approved Change to Date: \$0.00 / Revised Contract Value: \$9,985,000.00.

011	6/20/2025	\$8,252.20	Provide labor, equipment and materials to repair/replace discovered existing underground concrete slab and section of discovered underground broken clay pipe.
012	7/31/2025	\$7,744.00	Provide labor, equipment and materials to reconstruct/replace discovered existing damaged masonry catch basins and manhole.

Emergency Medical Services (EMS) Addition / General Contractor / C1611 Path Construction Company, Inc. / Original Contract Value: \$30,922,000.00 / Approved Change to Date: \$0.00 / Revised Contract Value: \$30,922,000.00.

004 7/16/2025 \$22,248.22 Provide labor, equipment and materials associated with revisions to typical steel details, framing plans, construction floor plan, elevator plan and wall sections, and electrical panel schedules.

FPDCC Restroom Rehabilitation Districtwide / General Contractor / C1615 ALFA Chicago, Inc. / Original Contract Value: \$3,231,600.00 / Approved Change to Date: \$0.00 / Revised Contract Value: \$3,231,600.00

005 8/27/2025 \$6,133.49 Furnish labor, materials, and equipment to provide repairs to existing well heads at 4 locations at Busse Woods.

The Executive Director provided a recommendation to ratify the following Change Orders:

- A credit Change Order in the amount of (\$100,000.00) for the CDOT WPA Street Reconstruction (S. Central Park/ East 91st Street) project, to deduct unused sitework allowances.
- A credit Change Order in the amount of (\$100,000.00) for the CDOT WPA Reconstruction (West 100th Street/South Homan Avenue/ South Short Street) project, to deduct unused sitework allowances.
- A credit Change Order in the amount of (\$1,374,823.21) for the CDOT Capital Program Alleys (various locations) Package 2 project, to deduct unused sitework allowance, unused commission contingency, and reconciled schedule of prices.

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

On August 13th, the PBC in partnership with the Chicago Department of Transportation, joined Commissioner Craig Turner and the 15th Ward Alderman Ray Lopez for a groundbreaking ceremony for the Works Progress Administration (WPA) Street Reconstruction Project in the vicinity of West 58th Street and Hoyne. The General Contractor, MQ Construction Company, and community residents also participated in the event. As part of Mayor Johnson's Build Better Together initiative, this project is another example of our collective commitment to improving the city's infrastructure, enhancing safety, and supporting vibrant, accessible neighborhoods.

On August 14th, the PBC joined 1st Ward Alderman Daniel La Spata and the Chicago Department of Transportation to host a community meeting regarding the Alley Reconstruction Project at North Milwaukee Avenue, West Division Street, North Paulina Street and North Ashland Avenue (Package 4). The purpose of the meeting was to share the anticipated project schedule and present the contractor's proposed phasing and logistics plan to residents and local businesses. We will continue work closely with the Alderman and community members to maintain open lines of communication throughout the duration of the project.

On August 18th and 19th, the PBC joined Mayor Brandon Johnson, Chicago Public Schools officials, and members of the school community to welcome students back to school at Austin College and Career Academy High School and the Emmett Till Math and Science Academy. It was an exciting and energizing week for the students and staff across the city as the new school year began.

The AO Committee accepted the reports from the Executive Director.

The meeting was adjourned.