



MEETING AGENDA

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

Meeting Date:	May 9, 2017	Meeting Subject:	PRE-BID CONFERENCE
Meeting Time:	10:00 a.m.	Project Name:	Byrne Elementary School Annex
Meeting Location:	Byrne Elementary School Gymnasium 5329 South Oak Park Avenue Chicago, IL 60638	Project Number:	05015
		Project Address:	5329 South Oak Park Avenue Chicago, IL 60638
Meeting Facilitator:	Patricia Montenegro Contract Officer	Contract Number:	C1576

1. Welcome and Introductions

2. Project Overview – Jeff Strauts, Project Manager

- a. Project Overview
 - i. Architect of Record
 - a. Ileakis Associates
 - ii. Scope of Work
 - iii. Phasing Plan
- b. Time of Completion *{Book 1, Page 6, §II.E.}*
 - i. Schedule Milestone #1: August 18, 2017
 - ii. Substantial Completion: August 13, 2018
 - iii. Schedule Milestone #2: August 31, 2018
- c. Liquidated Damages *{Book 1, Page 6, §II.H.}*
 - i. Milestone #1: \$1,500 per day
 - ii. Substantial Completion: \$1,500 per day

3. Procurement Requirements and Contract Documents – Patricia Montenegro, Senior Contracts Manager

- a. Construction Contract Documents
 - i. Books 1, 2, 3, and drawings are available at:
Cushing and Co.
42 West Huron
Chicago, Illinois 60654
Contact Name: Amanda Snyder
Telephone number: 312-266-8228
<http://dfs.cushingco.com/pbc.htm>
- b. Mandatory Technical Review Meeting
 - i. **Mandatory Technical Review Meeting is Tuesday, May 9, 2017 at 10:30 a.m.** at the Byrne Elementary School Annex Gymnasium, 5329 South Oak Park Avenue, Chicago, Illinois 60638.
 - a. A representative of each Prequalified firm must be present and must sign the Mandatory Technical Review Meeting Attendance Sheet no later than 15 minutes after the scheduled start of the meeting. Prequalified firms that do not sign in by the allotted time will not be permitted to bid.
- c. Mandatory Site Visit
 - i. **Mandatory Site Visit is Tuesday, May 9, 2017 at ~~10:30~~ 11:00a.m - SignedPM** at the Byrne Elementary School Annex, 5329 South Oak Park Avenue, Chicago, Illinois 60638.
 - a. A representative of each Prequalified firm must be present and must sign the Mandatory Site Visit Attendance Sheet no later than 15 minutes after the scheduled start of the meeting. Prequalified firms that do not sign in by the allotted time will not be permitted to bid.

- d. Questions Deadline
 - i. Questions are due no later than **Tuesday, May 16, 2017 by 4:30 p.m.**
 - e. Bid Due Date and Opening/Submittal Requirements
 - ii. **Bids are due Wednesday, May 31, 2017 by 11:00 a.m.** and a Public Bid Opening will be held immediately following receipt of bids in the PBC Board Room on the 2nd floor of the Richard J. Daley Center, 50 West Washington Street, in Chicago, Illinois 60602.
 - iii. Two fully executed and sealed bids, including Bid Bonds are due at the office of the Public Building Commission, Richard J Daley Center, 50 West Washington, Room 200, Chicago, Illinois 60602.
 - iv. Sealed packages must be received and stamped by our Front Desk Personnel by the designated due date/time.
 - f. Pre-Award Meeting/Submittal Requirements {Book 1, Page 5, (II)(A)(19)}
 - i. A **Pre-Award Meeting is tentatively scheduled for Monday, June 5, 2017 at 9:30 a.m.** in the PBC Board Room on the 2nd floor of the Richard J. Daley Center, 50 West Washington Street, in Chicago, Illinois 60602. For this meeting, the Lowest Responsive and Responsible Bidder shall be required to:
 - a. Have, at minimum, the Project Executive, Project Manager (if known), and Cost Estimator in attendance at the meeting
 - b. Invite representatives of all MBE/WBE sub-contractors listed on Schedule D (if applicable)
 - c. Provide and be prepared to discuss the Schedule of Values for the project
 - d. Provide a list of Pre-Award meeting attendees to the Contract Officer in advance of the meeting.
 - g. Requests for Information
 - i. Sole Point of Contact: Patricia Montenegro, in writing via email to patricia.montenegro@cityofchicago.org
- 4. Book 1 and Book 2 Highlights –** Lori Ann Lypson, Chief Operating Officer/Chief of Staff
- a. Construction Budget (Book 1, page 4)
 - b. List of Prequalified General Contractors (Book 1, page 5)
 - c. Mandatory Project Staffing (Book 1, page 5)
 - d. Scheduling Software Requirements (Book 1, page 5)
 - e. Prevailing Wage Rates (Book 1, page 7) (Prevailing Wage Act 820 ILCS 130/1-12)
 - i. LCP Tracker - Electronic payroll submission
 - f. MBE and WBE (Book 1, page 10, 27-30) (Book 2 Page 127- 134)
 - i. 26% MBE & 6% WBE
 - ii. City and County Certifications only
 - iii. B2Gnow : MBE/WBE Compliance monitoring
 - iv. Established Business, Manufacturers, Suppliers, and Brokers
 - v. Schedule D
 - vi. Schedule C
 - g. Community Hiring - 7.5% (Book 1, page 10) (Book 2, page 118)
 - h. Basis of Award (Book 1, page 11, 19-20) (Book 2, page 135)
 - i. Award Criteria Figure
 - a. 70% - Minority Journeywork, Apprentice, and Labor
 - b. 15% - Female Journeywork, Apprentice, and Labor
 - ii. 50% - City of Chicago Residents
 - i. PLA (Book 1, page 13 – Exhibit 5)
 - j. Bid Form (Book 1, page 15)
 - k. Schedule B – Joint Venture Affidavit (Book 1, page 24)
 - i. JV Agreement and Certification Letter
 - l. Assist Agency List (Book 1)
 - m. Definitions (Book 2, Article 1)
 - i. Construction Close-Out
 - ii. Notice to Proceed
 - n. Contractor Obligations (Book 2, Article 3, page 14, 17)
 - i. Document Control – Within 7 days of NTP must identify System Coordinator
 - ii. Consequence for failure to provide requisite information



Public Building Commission of Chicago

ASSIST AGENCIES

Assist agencies are comprised of chambers of commerce and not-for-profit agencies that represent the interests of small, minority- and/or women-owned businesses.

BLACK CONTRACTORS UNITED

12000 Marshfield Ave
Calumet Park, IL 60827

Carole Williams
bcunewera@att.net
(708) 389-5730
blackcontractorsunited.com

CHATHAM BUSINESS ASSOCIATION: SMALL BUSINESS DEVELOPMENT, INC.

800 E 78th St
Chicago, IL 60619

Melinda Kelly
melindakelly@cbaworks.org
(773) 994-5006
cbaworks.org

CHICAGO URBAN LEAGUE

4510 S Michigan Ave
Chicago, IL 60653

Jason Johnson
jjohnson@thechicagourbanleague.org
(773) 451-3547
thechicagourbanleague.org

CONSTRUCT CONNECT

28 N Clark St
Chicago, IL 60602

Sherwin Deperalta
sdeperalta@bidclerk.com
(312) 267-1035

CONSTRUCTION BUSINESS DEVELOPMENT CENTER

202 S Halsted St
Chicago Heights, IL 60411

Paul Murtagh
pmurtagh@prairiestate.edu
(708) 709-3692
prairiestate.edu

FEDERATION OF WOMEN CONTRACTORS

216 W Jackson St, #625
Chicago, IL 60606

Beth Doria
fwcchicago@aol.com
(312) 360-1122
fwcchicago.com

HISPANIC AMERICAN CONSTRUCTION INDUSTRY ASSOCIATION

650 W Lake St, #415
Chicago, IL 60661

Jorge Perez
jperez@haciaworks.org
(312) 575-0389
haciaworks.org

ILLINOIS BLACK CHAMBER OF COMMERCE

411 Hamilton Blvd, #1404
Peoria, IL 61602

Kenyatta Fisher
larryivory@illinoisblackchamber.org
(309) 740-4430
illinoisblackchamber.org

ILLINOIS HISPANIC CHAMBER OF COMMERCE

222 Merchandise Mart Plaza, #1212
Chicago, IL 60654

Omar Duque
info@ihccbusiness.net
(312) 425-9500
ihccbusiness.net

LATIN AMERICAN CHAMBER OF COMMERCE

3512 W Fullerton Ave
Chicago, IL 60647

D. Lorenzo Padron
d.lorenzopadron@laccusa.com
(773) 252-5211
laccusa.com

RAINBOW/PUSH COALITION

930 E 50th St
Chicago, IL 60615

John Mitchell
jmitchell@rainbowpush.org
(773) 256-2766
rainbowpush.org

WOMENS BUSINESS DEVELOPMENT CENTER

8 S Michigan Ave, #400
Chicago, IL 60603

Frieda Curry
fcurry@wbdc.org
(312) 853-3477
wbdc.org

U.S. MINORITY CONTRACTORS ASSOCIATION

1250 Grove Ave, #200
Barrington, IL 60010

Larry Bullock
larry.bullock@usminoritycontractors.org
(847) 852-5010
usminoritycontractors.org

FOLLOW THE PBC:



OR VISIT US ONLINE AT PBCCHICAGO.COM

2017.04.10

SCHEDULE D - Affidavit of General Contractor Regarding MBE/WBE Participation (1 of 2)

Name of Project: _____

STATE OF ILLINOIS }
 } SS
 COUNTY OF COOK }

In connection with the above-captioned contract, I HEREBY DECLARE AND AFFIRM that I am the

_____ Title and duly authorized representative of

_____ Name of General Contractor whose address is

_____ in the City of _____, State of _____

and that I have personally reviewed the material and facts submitted with the attached Schedules of MBE/WBE participation in the above-referenced Contract, including Schedule C and Schedule B (if applicable), and the following is a statement of the extent to which MBE/WBE firms will participate in this Contract if awarded to this firm as the Contractor for the Project.

Name of MBE/WBE Contractor	Type of Work to be Done in Accordance with Schedule C	Dollar Credit Toward MBE/WBE Goals	
		MBE	WBE
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
		\$	\$
Total Net MBE/WBE Credit		\$	\$
Percent of Total Base Bid		%	%

The General Contractor may count toward its MBE/WBE goal a portion of the total dollar value of a contract with a joint venture equal to the percentage of the ownership and control of the MBE/WBE partner.

SCHEDULE D - Affidavit of General Contractor Regarding MBE/WBE Participation (2 of 2)

The Undersigned will enter into a formal agreement for the above work with the above-referenced MBE/WBE firms, conditioned upon performance as Contractor of a Contract with the Commission, and will do so within five (5) business days of receipt of a notice of Contract award from the Commission.

Additionally, the Undersigned certifies to the best of its knowledge and belief that it, its principals and any subcontractors used in the performance of this contract, meet the Agency requirements and have not violated any City or Sister Agency policy, codes, state, federal or local laws, rules or regulations and have not been subject to any debarment, suspension or other disciplinary action by any government agency. Additionally, if at any time the Contractor becomes aware of such information, it must immediately disclose it to the Commission.

BY:

Name of Contractor (Print)

Signature

Date

Name (Print)

Phone

IF APPLICABLE:

BY:

Joint Venture Partner (Print)

Signature

Date

Name (Print)

Phone/FAX

MBE ____ WBE ____ Non-MBE/WBE ____

SCHEDULE C - Letter of Intent from MBE/WBE (1 of 2)
To Perform As
Subcontractor, Subconsultant, and/or Material Supplier

Name of Project: _____

Project Number: _____

FROM:

_____ MBE _____ WBE _____
(Name of MBE or WBE)

TO:

_____ and Public Building Commission of Chicago
(Name of Bidder)

The undersigned intends to perform work in connection with the above-referenced project as (check one):

_____ a Sole Proprietor _____ a Corporation
_____ a Partnership _____ a Joint Venture

The MBE/WBE status of the undersigned is confirmed by the attached Letter of Certification, dated _____. In addition, in the case where the undersigned is a Joint Venture with a non-MBE/WBE firm, a Schedule B, Joint Venture Affidavit, is provided.

The undersigned is prepared to provide the following described services or supply the following described goods in connection with the above-named project.

The above-described services or goods are offered for the following price, with terms of payment as stipulated in the Contract Documents.

SCHEDULE C - Letter of Intent from MBE/WBE (2 of 2)
To Perform As
Subcontractor, Subconsultant, and/or Material Supplier

PARTIAL PAY ITEMS

For any of the above items that are partial pay items, specifically describe the work and subcontract dollar amount:

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheet(s).

SUB-SUBCONTRACTING LEVELS

_____ % of the dollar value of the MBE/WBE subcontract will be sublet to non-MBE/WBE contractors.
_____ % of the dollar value of the MBE/WBE subcontract will be sublet to MBE/WBE contractors.

If MBE/WBE subcontractor will not be sub-subcontracting any of the work described in this Schedule, a zero (0) must be filled in each blank above. If more than 10% percent of the value of the MBE/WBE subcontractor's scope of work will be sublet, a brief explanation and description of the work to be sublet must be provided.

The Undersigned (Contractor) will enter into a formal agreement for the above work with the Bidder, conditioned upon its execution of a contract with the Public Building Commission of Chicago, and will do so within five (5) working days of receipt of a notice of Contract award from the Commission.

Additionally, the Undersigned certifies to the best of its knowledge and belief that it, its principals and any subcontractors used in the performance of this contract, meet the Agency requirements and have not violated any City or Sister Agency policy, codes, state, federal or local laws, rules or regulations and have not been subject to any debarment, suspension or other disciplinary action by any government agency. Additionally, if at any time the Contractor becomes aware of such information, it must immediately disclose it to the Commission.

BY:

Name of MBE/WBE Firm (Print)

Date

Phone

Signature

Name (Print)

IF APPLICABLE:

BY:

Joint Venture Partner (Print)

Date

Phone

Signature

Name (Print)
MBE ____ WBE ____ Non-MBE/WBE ____

TOTAL BASE BID AND AWARD CRITERIA REVIEW

PROJECT NAME:		LIBRARY RENOVATION AT ACE ACADEMY		
CONTRACT/PROJECT NO:		C1500/05000		
BIDDERS				
	COMPANY A	COMPANY B	COMPANY C	
BID FORM*				
WORK	\$ 51,000.00	\$ 52,000.00	\$ 58,444.00	
COMMISSION'S CONTRACT CONTINGENCY	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
TOTAL BASE BID	\$ 56,000.00	\$ 57,000.00	\$ 63,444.00	
AWARD CRITERIA FIGURE	\$ 54,559.12	\$ 53,124.00	\$ 59,891.14	
BASIS OF AWARD				
Award will be made to the responsible Bidder submitting the Lowest Award Criteria Figure and otherwise responsive to all the requirements of the Contract Documents.				
Additional Award Factors:				
None.				
AWARD CRITERIA FIGURE				
	COMPANY A	COMPANY B	COMPANY C	
Line 1. (Based on Total Base Bid)	\$56,000.00	\$57,000.00	\$63,444.00	
Line 2.	0.20	0.70	0.60	
Line 3.	\$448.00	\$1,596.00	\$1,522.66	
Line 4.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 5.	0.20	0.70	0.45	
Line 6.	\$336.00	\$1,197.00	\$856.49	
Line 7.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 8.	0.15	0.70	0.65	
Line 9.	\$84.00	\$399.00	\$412.39	
Line 10.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 11.	0.05	0.15	0.15	
Line 12.	\$112.00	\$342.00	\$380.66	
Line 13.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 14.	0.01	0.15	0.15	
Line 15.	\$8.40	\$256.50	\$285.50	
Line 16.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 17.	0.008	0.15	0.15	
Line 18.	\$4.48	\$85.50	\$95.17	
Line 19.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 20.	\$992.88	\$3,876.00	\$3,552.86	
Line 21.	\$55,007.12	\$53,124.00	\$59,891.14	
TOTAL AWARD CRITERIA	\$55,007.12	\$53,124.00	\$59,891.14	
TOTAL BASE BID	\$56,000.00	\$57,000.00	\$63,444.00	
* Amounts are as noted on the Bid Submissions.				

NOTE: Basis of Award is based on the firm offering the Lowest Award Criteria Figure. In the example above, although Company A offered the Lowest Total Base Bid, Company B is awarded the project based on its Lowest Award Criteria Figure.

EXHIBIT #4 ASSIST AGENCIES



Public Building Commission of Chicago

ASSIST AGENCIES

Assist agencies are comprised of chambers of commerce and not-for-profit agencies that represent the interests of small, minority- and/or women-owned businesses.

<p>CHATHAM BUSINESS ASSOCIATION: SMALL BUSINESS DEVELOPMENT, INC. 800 E 78th St Chicago, IL 60619 Melinda Kelly melindakelly@cbaworks.org (773) 994-5006 cbaworks.org</p>	<p>CHICAGO URBAN LEAGUE 4510 S Michigan Ave Chicago, IL 60653 Jason Johnson jjohnson@thechicagourbanleague.org (773) 451-3547 thechicagourbanleague.org</p>	<p>BLACK CONTRACTORS UNITED 12000 Marshfield Ave Calumet Park, IL 60827 Carole Williams bcunewera@att.net (708) 389-5730 blackcontractorsunited.com</p>
<p>CONSTRUCTION BUSINESS DEVELOPMENT CENTER 202 S Halsted St Chicago Heights, IL 60411 Paul Murtagh pmurtagh@prairiestate.edu (708) 709-3692 prairiestate.edu</p>	<p>FEDERATION OF WOMEN CONTRACTORS 216 W Jackson St, #625 Chicago, IL 60606 Beth Doria fwcchicago@aol.com (312) 360-1122 fwcchicago.com</p>	<p>CONSTRUCT CONNECT 28 N Clark St Chicago, IL 60602 Sherwin Deperalta sdeperalta@bidclerk.com (312) 267-1035</p>
<p>ILLINOIS BLACK CHAMBER OF COMMERCE 411 Hamilton Blvd, #1404 Peoria, IL 61602 Kenyatta Fisher larryivory@illinoisblackchamber.org (309) 740-4430 illinoisblackchamber.org</p>	<p>HISPANIC AMERICAN CONSTRUCTION INDUSTRY ASSOCIATION 650 W Lake St, #415 Chicago, IL 60661 Jorge Perez jperez@haciaworks.org (312) 575-0389 haciaworks.org</p>	<p>ILLINOIS HISPANIC CHAMBER OF COMMERCE 222 Merchandise Mart Plaza, #1212 Chicago, IL 60654 Omar Duque info@ihccbusiness.net (312) 425-9500 ihccbusiness.net</p>
<p>RAINBOW/PUSH COALITION 930 E 50th St Chicago, IL 60615 John Mitchell jmitchell@rainbowpush.org (773) 256-2766 rainbowpush.org</p>	<p>LATIN AMERICAN CHAMBER OF COMMERCE 3512 W Fullerton Ave Chicago, IL 60647 D. Lorenzo Padron d.lorenzopadron@laccusa.com (773) 252-5211 laccusa.com</p>	<p>WOMENS BUSINESS DEVELOPMENT CENTER 8 S Michigan Ave, #400 Chicago, IL 60603 Frieda Curry fcurry@wbdc.org (312) 853-3477 wbdc.org</p>
<p>U.S. MINORITY CONTRACTORS ASSOCIATION 1250 Grove Ave, #200 Barrington, IL 60010 Larry Bullock larry.bullock@usminoritycontractors.org (847) 852-5010 usminoritycontractors.org</p>		

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