

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: August 7, 2017 Meeting Subject: PRE-BID CONFERENCE

Meeting Time: 9:30 a.m. Project Name: Emiliano Zapata Academy Annex

Meeting Location: Emiliano Zapata Academy Project Number: 05055

Gymnasium Project Address: 2728 South Kostner Avenue

Chicago, IL 60623

Meeting Facilitator: Patricia Montenegro Contract Number: C1580

Contract Officer

1. Welcome and Introductions

- Project Overview Lakeisha Lindsey, Project Manager
 - a. Project Overview
 - i. Architect of Record Architrave, LTD
 - ii. Scope of Work
 - iii. Phasing Plan
 - b. Time of Completion {Book 1, Page 6, §II.E.}
 - i. Schedule Milestone #1: December 31, 2017
 - ii. Schedule Milestone #2: October 20, 2017
 - iii. Schedule Milestone #3: December 31, 2017
 - iv. Schedule Milestone #4: August 31, 2018
 - v. Schedule Milestone #5: August 31, 2018
 - vi. Substantial Completion: November 30, 2018
 - vii. Schedule Milestone #6: April 30, 2019
 - c. Liquidated Damages (Book 1, Page 7, §II.H.)
 - i. Milestone #1-6: \$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 Monday, August 7, 2017 at 10:00 a.m.** in the Emiliano Zapata Academy Gymnasium, located at 2728 South Kostner Avenue, in Chicago, Illinois 60623.
 - 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.

Date/Time Printed: 8/6/2017 7:43 PM 05055.03.08.05 MA_PBC_PXM_EmilianoZapataAcademyAnnexC1580_PreBidMtgAgenda_20170807_Final

- c. Mandatory Site Visit
 - ii. **Mandatory Site Visit is Monday, August 7, 2017 at 10:30 a.m.** at the Emiliano Zapata Academy, located at 2728 South Kostner Avenue, in Chicago, Illinois 60623.
 - 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.
 - i. Bidders shall be responsible for inspecting the Site to become familiar with the conditions relating to the Work to be performed, the facilities involved, and the site logistics required in the successful performance of this Contract. Failure of the Bidders to visit the Site shall not relieve or alter the Bidder's responsibility for completing the Work as required by the Contract Documents.
- d. Questions Deadline
 - i. Questions are due no later than Monday, August 14, 2017 by 4:30 p.m.
- e. Bid Due Date and Opening/Submittal Requirements
 - ii. Bids are due Thursday, August 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 single-sided, 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)(18)}
 - A Pre-Award Meeting is tentatively scheduled for Wednesday, September 6, 2017 at 8:30 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
- Invite principals of all MBE/WBE Subcontractors listed on Schedule D and Critical Subcontractors List
- 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. Emiliano Zapata Specific Requirements (Book 1, page 25)
 - i. At the Time of Bid: The Commission is requiring the identification of critical subcontractors at the time of bid submission. Bidders are required to list the names of the intended subcontractors who will perform the corresponding Work, if successful. Failure to provide the names of the subcontractors listed below may deem a bid non-responsive.

Critical Subcontractors to be identified: Excavator, Stormtrap, Soil Treatment, and Roofing Subcontractor

ii. Notice of Award Date: Notice of Award is anticipated to be issued on or before Wednesday, September 13, 2017. The successful General Contractor will be required to return a compliant Certificate of Insurance and Payment and Performance Bond within seven (7) days of the issuance of the Notice of Award.

Further, within two weeks of the issuance of the Notice of Award, the successful General Contractor shall be required to prepare and submit all Construction Submittal documentation, including but not limited to: Domestic Water Heater equipment, Soil Treatment, Excavation, Stormtrap, and Roofing replacement work for the existing building and new building, if different.

- h. Requests for Information
 - i. Sole Point of Contact: Patricia Montenegro, in writing via email to patricia.montenegro@cityofchicago.org

(Remainder of Page Intentionally Left Blank)

- 4. Book 1 and Book 2 Highlights Lori Ann Lypson, Chief Operating Officer/Chief of Staff
 - a. Construction Budget (Book 1, page 4) \$18,500,000.00
 - b. List of Prequalified General Contractors (Book 1, page 5)
 - c. Mandatory Project Staffing (Book 1, page 6)
 - d. Scheduling Software Requirements (Book 1, page 6)
 - 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. Maximum 70% Minority Journeywork, Apprentice, and Laborer
 - b. Maximum 15% Female Journeywork, Apprentice, and Laborer
 - ii. 50% City of Chicago Residents
 - i. PLA (Book 1, page 13 Exhibit 5)
 - j. Bid Form (Book 1, page 15)
 - i. Alternate #1 (Book 1, page 16 & 21)
 - k. Schedule B Joint Venture Affidavit (Book 1, page 27)
 - i. JV Agreement and Certification Letter
 - Assist Agency List (Book 1, page 67 Exhibit 4)
 - 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
 - o. Permits and Licenses (Book 2, Article 6, page 21)
 - i. Commission is responsible for DoB permit costs and DoB Stormwater Review Fee
 - ii. Fee Waiver
 - p. Contractor's Practices at Site (Book 2, Article 7, page 25)
 - i. Firearms and Other Weapons Clause
 - q. Personnel (Book 2, Article 9, page 33)
 - i. Competency of Workers updated with clause requiring Commission approval or return of removed personnel
 - r. Contractor's Obligation (Book 2, Article 10, page 37)
 - Schedule: within 45 days of NTP GC must provide Proposed Target Schedule; within 90 days of NTP provide Cost and Resource loaded schedule
 - ii. Consequence for failure to provide requisite information
 - s. Payment Applications (Book 2, Article 16, page 91)
 - t. MBE/WBE Special Conditions (Book 2, Article 23, page 127)

NOTES	

<u>Public Building Commission of Chicago</u>

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.

CHATHAM BUSINESS ASSOCIATION: SMALL BUSINESS DEVELOPMENT, INC.

800 E 78th St Chicago, IL 60619

Melinda Kelly

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

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Paul Murtagh

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Jason Johnson

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Beth Doria

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Frieda Curry

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Carole Williams

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Sherwin Deperalta

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Larry Bullock

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

FOLLOW THE PBC:



OR VISIT US ONLINE AT PBCCHICAGO.COM

CONTRACTOR:	
CONTACT NAME:	
ADDRESS:	
CITY/STATE/ZIP:	
PHONE NUMBER:	
FAX NUMBER:	
EMAIL:	

TO BE EXECUTED IN DUPLICATE

BOOK 1:

PROJECT INFORMATION, INSTRUCTIONS TO BIDDERS, AND EXECUTION DOCUMENTS

CONTRACT NO. C1580

EMILIANO ZAPATA ACADEMY ANNEX 2728 SOUTH KOSTNER AVENUE CHICAGO, IL 60623 PROJECT #05055

PUBLIC BUILDING COMMISSION OF CHICAGO



Mayor Rahm Emanuel Chairman

Carina E. Sánchez Executive Director

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

ISSUED FOR BID ON 7/28/2017

Any Contract entered into as a result of this bid process is governed by: All Volumes (as applicable) of Book1 "Project Information, Instructions To Bidders, and Execution Documents;" Book 2 "Standard Terms and Conditions for Construction Contracts" and Book 3 - "Technical Specifications" and the Drawings.

8. Identification of Critical Subcontractors Required at Time of Bid

The Commission is requiring the identification of critical subcontractors be identified at the time of bid submission. Bidders are required to list the names of the intended subcontractors who will perform the corresponding Work, if successful. Failure to provide the names of the subcontractors listed below may deem a bid non-responsive.

Excavator Subcontractor Firm Name:	
Stormtrap Subcontractor	
Firm Name:	
Soil Treatment Subcontractor	
Firm Name:	
Roofing Subcontractor (If different for Existing Building and New Building, please indicate both Firm Name: (Existing Building)	oth)

Further, within two weeks of the issuance of the Notice of Award, the successful General Contractor shall be required to prepare and submit all Construction Submittal documentation, including but not limited to: Domestic Water Heater equipment, Soil Treatment, Excavation, Stormtrap, and Roofing replacement work for the existing building and new building, if different.

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 dul	y authorized representative of
Name of Ge	neral Contractor whose address is
in the City of	, State of
in the above-reference	ally reviewed the material and facts submitted with the attached Schedules of MBE/WBE participation and Contract, including Schedule C and Schedule B (if applicable), and the following is a statement of BE/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 MB Goals		
	Accordance with Schedule C	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

Nam	ne of Project:					_
Proj	ect Number:					
FRC	DM:					
				MBE	WBE	
(Nar	me of MBE or \	WBE)				
TO:						
(Nar	me of Bidder)		and	d Public Building Commis	ssion of Chicago	
`	,	ntends to perf	orm work in connec	tion with the above-refer	enced project as (check one	e):
		a Sole Pro	prietor		a Corporation	
		a Partners	ship		a Joint Venture	
firm,	, a Schedule B	, Joint Ventur	In addition, in the Affidavit, is provide to provide the following.	ne case where the under ed.	e attached Letter of signed is a Joint Venture was or supply the following	vith a non-MBE/WBE
	above-descrit tract Documen		or goods are offer	ed for the following pric	e, with terms of payment	as stipulated in the

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 ite	ems, specifically describe the work and subcontract dollar amount:
If more space is needed to fully describe the M additional sheet(s). $ \\$	IBE/WBE firm's proposed scope of work and/or payment schedule, attach
SUB-SUBCONTRACTING LEVELS*	
% of the dollar value of the MBE/V	VBE subcontract will be sublet to non-MBE/WBE contractors. VBE subcontract will be sublet to MBE/WBE contractors.
must be filled in each blank above. If more t	subcontracting any of the work described in this Schedule, a zero (0) han 10% percent of the value of the MBE/WBE subcontractor's scope description of the work to be sublet must be provided.
	ormal agreement for the above work with the Bidder, conditioned upon its commission of Chicago, and will do so within five (5) working days of receipt on.
used in the performance of this contract, meet to policy, codes, state, federal or local laws, rules of	st of its knowledge and belief that it, its principals and any subcontractors the Agency requirements and have not violated any City or Sister Agency or regulations and have not been subject to any debarment, suspension or ency. Additionally, if at any time the Contractor becomes aware of such Commission.
BY:	
Name of MBE/WBE Firm (Print)	Signature
Date	Name (Print)
Phone	
IF APPLICABLE: BY:	
Joint Venture Partner (Print)	Signature
Date	Name (Print) MBE WBE Non-MBE/WBE
Phone	MDE NDE NOTHNIDE/NDE

B. BID FORM - BASE WORK ONLY

FIRM NAME:

LINE	ITEM	AMOL	INT
1.	BASE WORK ONLY	\$	
2.	COMMISSION'S CONTRACT CONTINGENCY	\$	520,000.00
3.	SITE WORK ALLOWANCE	\$	200,000.00
4.	ENVIRONMENTAL ALLOWANCE	\$	150,000.00
5.	CAMERA ALLOWANCE	\$	250,000.00
6.	MOISTURE MITIGATION ALLOWANCE	\$	175,000.00
7.	VAPOR BARRIER AND SOIL VENT SYSTEM	\$	150,000.00
8.	TOTAL BASE BID (1+2+3+4+5+6+7)	\$	
AWARD CRITERIA FIGURE (See Section V. Proposal Support Document, line 15 of Award Criteria Figure)		\$	

SURETY: Please specify full legal name and address of Surety:

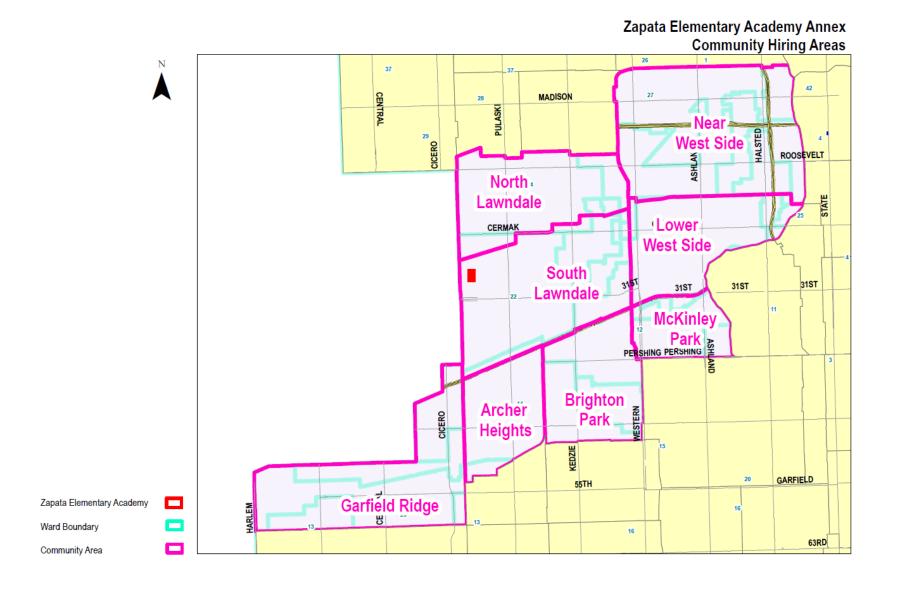
C. BID FORM - BASE + ALTERNATE #1

FIRM NAME:

LINE	ITEM	AMOU	NT
1.	BASE WORK	\$	
2.	ALTERNATE #1 -Turf Field	\$	
3.	COMMISSION'S CONTRACT CONTINGENCY	\$	520,000.00
4.	SITE WORK ALLOWANCE	\$	200,000.00
5.	ENVIRONMENTAL ALLOWANCE	\$	150,000.00
6.	CAMERA ALLOWANCE	\$	250,000.00
7.	MOISTURE MITIGATION ALLOWANCE	\$	175,000.00
8.	VAPOR BARRIER AND SOIL VENT SYSTEM	\$	150,000.00
9.	TOTAL BASE BID (1+2+3+4+5+6+7+8)	\$	
1	CRITERIA FIGURE n V. Proposal Support Document, line 15 of Award Criteria Figure)	\$	

SURETY: Please specify full legal name and address of Surety:

EXHIBIT #3 PROJECT COMMUNITY AREA MAP



J. ALTERNATES

ACCEPTED BY THE COMMISSION		ALTERNATE DESCRIPTION	PROPOSED ALTERNATE PRICE
Yes	No	Alternate #1: Turf Field In lieu of lawn sod, provide artificial turf field (32 18 14 Synthetic Grass Surfacing – Playfields) and associated underground drainage system. Refer to sheets C3.00A, C3.2, C4.0A, C5.0, C5.1 and RD1.0 for related scope.	\$

V. PROPOSAL SUPPORT DOCUMENTS

A. Basis of Award (Award Criteria Figure)

To promote the intended goal of economic opportunity and maximize the use of minority personnel on this project, the Public Building Commission of Chicago has established the Award Criteria Figure formula for the purpose of evaluating proposals and awarding the contract. A contract in the amount of the Total Base Bid (or Base Contract Price) will be awarded to the responsible bidder with the lowest Award Criteria Figure pursuant to Section III.P Basis of Award above. The Public Building Commission of Chicago reserves the right to check all calculations for accuracy. The fulfillment of the Award Criteria does not abrogate the responsibilities of the Contractor to comply with federal and state requirements 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 BID (Refer to Line 8 or 9, if alternates, of BID FORM), in figures	
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)	
Line 3.	Multiply Line 2 by Line 1 by 0.04	
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)	
Line 5.	Multiply Line 4 by Line 1 by 0.03	
Line 6.	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)	
Line 7.	Multiply Line 6 by Line 1 by 0.01	

Line 8.	Percentage of total Journeyworker hours that the Contractor proposes to be worked by female Journeyworkers during the construction of the project. (Maximum figure 0.15)
Line 9.	Multiply Line 8 by Line 1 by 0.04
Line 10.	Percentage of total Apprentice hours that the Contractor proposes to be worked by female Apprentices during construction of the project. (Maximum figure 0.15)
Line 11.	Multiply Line 10 by Line 1 by 0.03
Line 12.	Percentage of the total Laborer hours that the Contractor proposes to be worked by female Laborers during construction of the project. (Maximum figure 0.15)
Line 13.	Multiply Line 12 by Line 1 by 0.01
Line 14.	Summation of Lines 3, 5, 7, 9, 11, and 13
Line 15.	Subtract Line 14 from Line 1 (= "Award Criteria Figure")
	Award Criteria Figure (Insert Line 15 of Award Criteria Formula): \$

3. Community Hiring Bonuses

In order to encourage maximum employment of interested and available residents of the project community on this project, the following bonus calculations shall apply:

- a. In calculating the hours worked by minority and women Journeyworkers, apprentices, and laborers under the Award Criteria Figure set out in Part V.A. "Basis of Award (Award Criteria Figure)," all hours worked by minority and women Journeyworkers, existing apprentices, and laborers who are residents of the project community shall be multiplied by 1.5.
- b. In calculating the hours worked by minority and women apprentices under the Award Criteria Figure set out in Part V "Proposal Support Documents," all hours worked in new apprenticeships by minority and women apprentices who are residents of the project community shall be multiplied by 2.0.

Definitions

"City of Chicago Residents" means persons domiciled within the City of Chicago. Salaried superintendents are excluded from coverage in this section. Domicile is an individual's one and only true, fixed, and permanent home and principal establishment.

"Project Community Residents" means persons domiciled within the "Project Community" as defined in Section II, A.6 above.

"New Apprenticeship" shall mean an apprenticeship begun for a person who has not held an apprenticeship card within ninety (90) days prior to beginning the project.

4. Liquidated Damages

The Contractor hereby consents and agrees that, in the event that it fails to comply with each of the minimum commitments submitted with this Proposal on Lines 2, 4, 6, 8, 10, and 12 of the Award Criteria Figure formula, covering minority and female Journeyworkers, apprentices, and laborers respectively, the following shall apply.

If the total hours in any category for which a percentage is assigned in Lines 2, 4, 6, 8, 10, or 12 of the Award Criteria equals zero at the completion of the work, then a net deficiency of the entire percentage assigned will be deemed to exist. For any net deficiency in each category, the following amounts shall be deducted as liquidated damages from monies due the Contractor and the Contract Sum modified accordingly:



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.

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