

PBC Administrative Operations Committee Agenda

October 27, 2011 - 1:00 p.m.



Public Building Commission of Chicago • Richard J. Daley Center • 50 West Washington, Room 200 • Chicago, Illinois 60602 • Tel: 312-744-3090 • Fax: 312-744-8005

Approval of minutes from the September 22, 2011 Committee Meeting

DRAFT

Report by Executive Director

1. Q3 Staff Reports
 1. Letter from Executive Director & Executive Summary Report
 2. Program Forecast Report
 3. Market Conditions Report
 4. Program Cost Status Report
 5. Program Cost Effectiveness Report
 - Open Projects Construction Change Order Q3-2011 Report
 - Indirect to Direct Cost Percentage
 6. Monthly Project Status Report
 7. Sustainable Development Q3 Status Report
 8. M/WBE Commitment Report 2011 Construction Projects by Type (GC, JOC, Special Projects and Trade Contracts)
 - Professional Service Providers 2011 Report
 9. M/WBE & EEO Compliance Report – 2011 Construction Project Completion
 10. Specialty Consultants Q3 2011 Award and Commitment Report
2. Report on Average Processing time for PBC invoices
3. Bid Opening for contract 1533 - Construction of the Edgewater Branch Library located at 6000 North Broadway.
4. PBC participation in Employee Wellness Program
5. Multi-Agency Guaranteed Performance Contracting (MAGEPC) Status
6. Proposed 2012 Schedule of Administrative Operations Committee Meetings

Report by the Director of Development

1. Change Orders
2. Field Order Activity Report

Report by the Chief Operating Officer

1. Awards made to Specialty Consultants to be used on various Public Building Commission of Chicago Projects.
2. Appointment of Master Facility Programmer and Design Architect for City Colleges of Chicago.
3. Appointment of MarketPro Consulting, Inc. to provide Property Management Services for the Public Building Commission of Chicago at various project sites.

4. Approval to increase the value of the term contract with Elert & Associates to provide Security and Risk Assessment Consulting Services to the Public Building Commission of Chicago on various PBC surveillance projects.
5. Approval of one-year contract extensions for construction sign vendors;
Adnama, Inc, dba Sign-A-Rama
H.M Witt & Company
The Blue Print Shoppe
6. Approval of a two-year contract extension for SMNG-A for Design Architect services for the Elementary School Program.

Report by the Director of Risk Management

1. Report on renewal of Directors and Officers Insurance Brokerage Services

Report by Legal Counsel

1. Proposed resolution prohibiting smoking in the interior and exterior of the Daley Center including the Daley Center Plaza.
2. Donation Agreement for property located at 1018 East 73rd Street for the Greater Grand Crossing Library Reading Garden.

Consideration of approval to convene an Executive Session under the Open Meetings Act to discuss settlement regarding the purchase of property for the Southeast Area Elementary School Project under 2(c)5 of the Open Meetings Act.

Executive Session Report by Legal Counsel

1. Purchase of Property located at 10440-68 and 10476 S. Indianapolis Blvd for the Southeast Area Elementary School Project.

Pursuant to Section 2.06(g) of the Open Meetings Act, effective January 1, 2011, a public comment period will be held during the meeting. In order to provide public comment, you must register on-line or at the office of the Public Building Commission of Chicago, located at the Richard J. Daley Center, Room 200, at least two hours prior to the start of the meeting.