

**PUBLIC BUILDING COMMISSION OF CHICAGO  
MINUTES OF THE ADMINISTRATIVE OPERATIONS COMMITTEE  
MEETING HELD ON SEPTEMBER 20, 2012**

The meeting of the Administrative Operations Committee of the Public Building Commission of Chicago was held in the 2<sup>nd</sup> Floor Board Room at the Richard J. Daley Center on September 20, 2012 at 1:00 p.m.

The following Committee members were present:

Commissioner Brazier, Chairman  
Commissioner Arnold Randall  
Commissioner Gerald Sullivan

Also present were:

Erin Lavin Cabonargi  
Paul Spieles  
Lori Lypson  
Mary Pat Witry  
Rusty Castillo  
Daryl McNabb  
Kim Shamley  
Lisa Giderof  
Jim McConnell  
Ray Giderof  
Lea Ann Tomas-Foster  
Kevin Hall  
Orestes Ruffin, MB Real Estate  
Langdon Neal, Neal & Leroy  
Anne Fredd, Neal & Leroy

The reading of the minutes of the September 6, 2012 Administrative Operations Committee meeting, which was previously distributed, was dispensed with. Upon motion duly made and seconded the minutes of said meeting were unanimously adopted.

The Executive Director provided a report regarding the pre-qualification of general contractors for the following projects: Edison Park Elementary School Annex; Nathan Hale Elementary School Annex; and Alexander Graham Bell Elementary School Addition.

The report was accepted

Lori Lypson, Chief Operating Officer (COO), reported on task orders awarded to Specialty Consultants under procedures adopted by the Board in February 2010 which approved not-to-exceed amounts for various categories of Specialty Consultants for the following services:

**Environmental A, B and C**

Chicago Children's Advocacy Center	
Weaver Boos Consultants	\$12,496.00

**Environmental Demolition and Renovation**

Chicago Children’s Advocacy Center  
Environmental Group Services \$5,090.00

Edison Park Elementary School  
Accurate/GSG Consultants JV \$17,843.75

**Geotechnical Services**

Chicago Children’s Advocacy Center  
ECS Midwest, LLC \$11,968.00

**Survey Services**

Chicago Vocational Career Academy  
Dynasty Group, Inc. \$7,600.00

**Material Testing Services**

Southwest Area High School  
Seeco Consultants \$79,422.28

Holmes Elementary School  
K&S Engineers \$5,271.25

The report from the Chief Operating Officer were accepted.

Next was a report and recommendation from Paul Spieles, Chief Development Officer (CDO), concerning proposed amendments to professional service agreements as follows;

<b>Consultant</b>	<b>Project</b>	<b>Amount</b>
STL (AOR)	Back of the Yards High School	\$100,000.00

The CDO reported on proposed change orders for the October 1, 2012 Board Meeting as follows;

<b>Contractor</b>	<b>Project</b>	<b>Amount</b>
Solitt Oakley JV	West Ridge Elementary School	(\$5,570.22)
Tyler Lane Construction	Humboldt Park Library Add & Reno.	\$40,142.59

The CDO provided the following Field Order Report to the committee;

Brighton Park II Area ES  
Current Contract Value: \$25,946,626.00 General Construction Contract Contingency Balance: \$809,253.00  
05100 Contractor: C1518 - Sollitt/Oakley Joint Venture  
FO #17 8/30/2012 (\$3,400.00) Delete warranty and training scope of CCTV work. (Client Directed)  
Total: (\$3,400.00)

Southwest Area HS  
Current Contract Value: \$62,452,000.00 General Construction Contract Contingency Balance: \$972,635.56  
05140 Contractor: 1515 - F.H. Paschen/S.N. Nielsen, Inc.  
FO 117 8/29/2012 \$11,647.00 Door hardware and screen requirements and provide refrigerant loss monitor on the pool Dectron AHU. (E/O A List)  
FO 119 8/30/2012 \$9,804.00 Furnish and install sealant between the steel stair stringers and the adjacent masonry walls at Stair A, B, C, D, E, F, G, K, and L. (Client Directed)  
Total: \$21,451.00

Back of the Yards HS

Current Contract Value: \$63,822,440.00 General Construction Contract Contingency Balance: \$1,416,476.00

05150 Contractor: C1521 - Sollitt/Brown & Momen Joint Venture

FO #71 9/6/2012 \$6,045.00 Cut top flutes of the roof deck and slope to top flange of beam W40x264. Furnish and install #4x4'-0" rebar at 12" o.c. for 20' starting at column line L:15.4 and heading east. (E/O B List)

FO #73 9/6/2012 (\$7,449.00) Delete wall hydrant and revise one drinking fountain to add freeze protection option. (E/O B List)

Total: (\$1,404.00)

Jones College Prep Replacement HS

Current Contract Value: \$90,980,000.00 General Construction Contract Contingency Balance: \$1,950,908.05

05265 Contractor: C1527 - Walsh Construction Company

FO #50 9/6/2012 (\$5,451.05) Delete library circulation desk. (Client Directed)

FO #51 8/30/2012 \$4,500.00 Add a differential pressure switch between SEF-9-1 and the smoke fire damper upstream of SEF-9-1 (E/O B List)

FO #53 9/6/2012 (\$135.00) Revisions to meet air transfer and acoustic performance requirements. (Other)

Total: (\$1,086.05)

Edgebrook Elementary School Addition

Current Contract Value: \$11,902,204.48 General Construction Contract Contingency Balance: \$67,032.71

05350 Contractor: C1524 - Henry Bros. Company

FO #84 8/30/2012 \$369.00 Provide Damp Proofing in lieu of waterproofing at ornamental gate post concrete piers (E/O B List)

FO #92 8/30/2012 \$369.00 Provide 1" backer rod and sealant joint between the 1" steel plate and the CMU bond beam. Push the insulation up as required for the backer rod (E/O B List)

Total: \$738.00

Rosenblum Park HS Development

Current Contract Value: \$3,183,000.00 General Construction Contract Contingency Balance: \$100,000.00

05410 Contractor: C1541 - F.H. Paschen/S.N. Nielsen, Inc.

FO #8 8/30/2012 \$3,137.00 Remove two trees and revise grading on basketball courts. (E/O B List)

Total: \$3,137.00

Durkin Park Linked Annex

Current Contract Value: \$9,747,000.00 General Construction Contract Contingency Balance: \$330,570.10

05540 Contractor: C1540 - F.H. Paschen/S.N. Nielsen, Inc.

FO #7 8/30/2012 \$1,331.00 Revise the size of the new conduit for ATT fiber and 100 pair service from 3-inch to 4-inch. (E/O B List)

Total: \$1,331.00

Air Force Academy Renovation

Current Contract Value: \$5,984,135.00 General Construction Contract Contingency Balance: \$387,098.10

05803 Contractor: C1535 - IHC Construction

FO 31C 8/30/2012 \$3,657.00 Provide custom color finished exterior door frames. (E/O B List)

Total: \$3,657.00

Henderson Elementary School Renovation

Current Contract Value: \$8,247,000.00 General Construction Contract Contingency Balance: \$599,309.24

05813 Contractor: C1537 - F.H. Paschen/S.N. Nielsen, Inc.

FO #23 8/30/2012 \$3,873.00      Televiser and rod the combined sanitary and storm sewer line (Diff. Site Conditions)

Total: \$3,873.00

Peck Elementary School Renovation

Current Contract Value: \$10,388,000.00 General Construction Contract Contingency Balance: \$693,239.34

05814 Contractor: C1536 - F.H. Paschen/S.N. Nielsen, Inc.

FO #6 8/30/2012 \$22,705.00      Reroute existing sanitary piping at new elevator pit location (Diff. Site Conditions)

FO #7 8/30/2012 \$2,303.00      Test sand fill discovered in closed room and use as backfill (Diff. Site Conditions)

FO #18 8/30/2012 \$3,042.00      Provide bar joist bearing at the exterior wall. (E/O B List)

FO #23 8/30/2012 \$7,800.00      Change doors 0001 and 0003 to revised hardware set #44 and change doors 0002, 0004, 0128, and 0101 to revised hardware set #54. (E/O B List)

Total: \$35,850.00

Engine Company 16

Current Contract Value: \$11,101,462.00 General Construction Contract Contingency Balance: \$134,556.82

07060 Contractor: C1522R - F.H. Paschen/S.N. Nielsen, Inc.

FO #27 9/6/2012 \$13,379.00      Provide 50A 240 volt 2 phase extension cord with transformer on a reel with detachable GFI. (Client Directed)

FO #37 9/6/2012 \$1,800.00      Remove and replace 30 A 120 volt receptacle with a 40 A 208 Volt receptacle. (E/O B List)

Total: \$15,179.00

Edgewater Branch Library

Current Contract Value: \$7,614,000.00 General Construction Contract Contingency Balance: \$165,000.00

08050 Contractor: C1533R - Burling Builders, Inc.

FO #9 8/30/2012 (\$517.00)      Eliminate CMU wall separating the Mechanical Room and Boiler Room and increase fire rating of the remaining room from 1 to 2 hour. (Client Directed)

FO #18 8/30/2012 \$0.00      Revise depth of the slab-on-grade welded wire fabric reinforcement from 1-1/2" to 3" from finish concrete surface (Other)

FO #19 8/30/2012 \$5,729.30      Provide grout curb and anchor bolts at the sill of 32 window openings (E/O B List)

Total: \$5,212.30

Humboldt Park Library Renovation & Addition

Current Contract Value: \$2,620,184.57 General Construction Contract Contingency Balance: \$58,723.86

08270 Contractor: C1534 - Tyler Lane Construction, Inc.

FO #18 8/30/2012 \$884.00      Furnish and install gypsum board above ceilings in storage rooms 107N & 108N to provide 1 hour fire rating. (E/O A List)

FO #19 8/30/2012 \$738.00      Furnish and install 2x6 pressure treated lumber at existing roof parapet wall along grid line F.1 and roofing hatch to provide a fastening surface for the roofing assembly. (E/O B List)

FO 13R 9/6/2012 \$21,395.00      Install refrigerant lines for new condensing unit in a trench below grade. (E/O B List)

Total: \$23,017.00

12th District Police Station Blue Island

Current Contract Value: \$21,836,564.78 General Construction Contract Contingency Balance: \$658,836.38

09070 Contractor: 1514 - Harbour Contractors, Inc.

FO #53 9/11/2012 \$4,000.00	Provide plastic sleeves around VFDs and remove the emergency shower (Other)
FO #54 8/28/2012 \$5,200.00	Repair four existing masonry sewer structures beneath 14th Street and Blue Island sidewalk and curb. (Diff. Site Conditions)
FO #56 8/30/2012 \$6,000.00	Provide a computer workstation in the Building Engineer Office (E/O B List)
FO #57 9/6/2012 (\$8,000.00)	Delete inmate phones in Thirteen (13) Detention Cells. (Other)
FO #58 8/30/2012 \$1,000.00	Provide an electric strike for Door 224A at the Computer Support Room (E/O B List)
FO #59 9/12/2012 \$16,000.00	Revise curb and gutter along Blue Island (E/O A List)
Total: \$24,200.00	

31st Street Harbor

Current Contract Value: \$30,231,659.31 General Construction Contract Contingency Balance: \$587,908.82

11120 Contractor: 1502R - James McHugh Construction Co.

FO 25P 8/30/2012 \$514.00	Add concrete and rebar to fill voids between stairs and ramps. (E/O B List)
FO 27P 8/30/2012 \$18,150.00	Furnish and install stone to fill 2' by 4' void at station 300+28 (Other)
FO 42M 9/5/2012 \$5,788.00	Furnish and install a Single Shot TSDS Digital-Timer Timing Module at Dock and Fishing Pier (12 total). (Client Directed)
Gates	
Total: \$24,452.00	

The reports from the Chief Development Officer were accepted.

The PBC Director of Finance provided the report on the Public Building Commission's Administrative Budget for 2013. The budget as amended reflected estimated resources available in the sum of \$13,754,112\* which is 3.8% lower than the 2012 authorization of \$14,294,529. 2013 estimated resources are derived from the following sources: Administrative Lease Allocation from Revenue Bonds, \$1,675,000.00; Prior Collected PBC Administrative Fees, \$6,722,488; 2012 Projected PBC Administrative Fees, \$4,795,324; Direct Allocation for Insurance Expenses, \$561,300. Projected Administrative Expenses for 2013 are \$13,754,112 and include the following: Personnel Services including retirement contributions, \$6,681,378 ; Insurance, \$772,800; Legal Fees, \$750,000; Inspector General, \$325,000; Professional Services Fees, \$424,000; Rent/Leasehold Improvements, \$574,584; Office/Computer Supplies and Equipment and other administrative expenses, \$723,350; Program Management Office, \$2,500,000; and Contingency, \$1,000,000.00.

*\*Subsequent to the meeting, following additional discussions with Committee members, revisions were made to the Medical Insurance accounts which reduced the amount for Personnel Services to \$6,681,378. This reduction results in a total Administrative Expense Budget of \$13,754,112, which is 3.8% lower than the 2012 authorization. The corresponding reduction in resources is to the Prior Collected PBC Administrative Fees, revised to \$6,722,488.*

Orestes Ruffin Sr. Vice President & General Manager with MB Real Estate, Property Manager for the Daley Center, provided a detailed report to the AO Committee concerning the proposed 2013 Operating and Capital Budgets for the Daley Center and advised the AO Committee that the Daley Center's Operating Expenses compared favorably with benchmark data collected by the Building Owners & Managers Association (BOMA) Experience Exchange Report.

The Operations and Maintenance Budget for 2013 is \$15,476,210 reflected a decrease of 0.92% compared to 2012 Projected Actual and an increase of 0.03% compared to the 2012 budget. Decreases resulted from insurance (3.87%), cost of services resold (71.23%), operating contingency (100.00%). Increases for general building expenses included increased costs for utilities (5.24%), cleaning (4.14%), security (7.67%) and mechanical maintenance (6.80%). Since most of the projects identified in the 2007 Property Condition Report have been completed, the Capital Budget for 2013 of \$350,000 was reduced significantly from the \$4,220,000 amount budgeted for 2012, representing a decrease of 91.71% compared to 2012. It is anticipated that another Property Condition Assessment will be undertaken in 2013.

Following the presentation and discussion, the AO Committee accepted the reports from the Director of Finance recommending approval of the PBC Administrative Expense Budget and the Richard J. Daley Center Operating and Capital Budgets for 2013.

Commissioner Sullivan expressed appreciation and thanks to his fellow committee members and staff as he stated that this would be the last Committee meeting he will attend as a PBC Commissioner. He will be retiring from the board in November.

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

The meeting was adjourned.