

**PUBLIC BUILDING COMMISSION OF CHICAGO  
MINUTES OF THE ADMINISTRATIVE OPERATIONS COMMITTEE  
MEETING HELD ON MAY 30, 2013**

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 May 30, 2013 at 1:00 p.m.

The following Committee members were present:

Chair: Commissioner Dr. Byron T. Brazier  
Commissioner Arnold Randall

Also present were:

Erin Lavin Cabonargi  
Lori Lypson  
Paul Spiels  
Eileen Ryan  
Mary Pat Witry  
Daryl McNabb  
Rusty Castillo  
Ilyas Lakada  
Lisa Giderof  
Ray Giderof  
Langdon Neal, Neal & Leroy  
Jeanette Sublett, Neal & Leroy

The reading of the minutes of the May 2, 2013 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 presented the AO Committee with her report. The first matter discussed was an update on the modular units from O.C.A. Construction which was approved at the May 14, 2013 Board meeting. OCA Construction was approved to provide the fabrication, delivery and installation of new Modular Classrooms for up to seven CPS elementary schools for the full day kindergarten initiative. OCA was recommended in view of its current and past experience with providing successful modular installation in compliance with CPS standards and design guidelines for modular units and its proven track record for successful project delivery. The Executive Director noted that modular units installed at the Hanson Park School and the Grimes/Fleming School are similar in design to the modular units currently being installed by the PBC at 6 schools as part of the Kindergarten Modularity Program. Photographs of a Modular Units was provided to the AO Committee.

Next, the Executive Director recommended that the Public Comment period held pursuant to Section 2.06(g) of the Open Meetings Act, 5 ILCS 120/1, scheduled as the last agenda item at regular meetings of the Board of Commissioners, commence at the start of the open meeting, immediately following roll call. The recommendation for an earlier public comment period represents a best practices initiative to allow members of the public to address the Board and provide meaningful input by the public prior to the Commission's review, discussion and vote on agenda items. The recommendation is consistent with current Board governance practices of the PBC's sister agencies including the Board of Education of the City of Chicago, the Board of Commissioners of the Cook County, the Chicago Park District and the Chicago Transit Authority. A second best Board governance practice was the recommendation to provide additional detail regarding change orders in the AO Committee report included in the material provided to each Commissioner in advance of each regularly scheduled Board meeting. In addition, it was recommended that the AO Committee Chair provide additional comments, as needed, on change orders in the Committee report given at the regular Board meeting. This change will provide Commissioners with an opportunity to review details regarding the change orders in advance of Board meetings and will also allow PBC Board meetings to run more efficiently and effectively. Currently, Commissioners must rely on a lengthy oral report on change orders given by staff during the regular Board meeting.

The recommendations of the Executive Director were accepted.

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

Environmental ABC Services

CPS 2013 Kindergarten Modular Program \$ 429,144.00

Geotechnical Services

Turf Field by National Teachers Academy \$ 31,525.18

Material Testing Services

Whitney Young Branch Library \$ 23,980.00

Edison Park ES Linked Annex \$ 90,201.50

Hale ES Linked Annex \$ 127,817.00

Albany Park Library \$ 10,705.00

Next the COO reported on the appointment of two local firms, Auburn Corporation and Jenson Window Corporation, to provide fabrication, delivery and installation of insulated window panels for the air conditioners to be installed in connection with the 2013 Chicago Public School Investment Program (SIP). SIP involves the renovation of 98 facilities including: 54 Welcoming Schools; 10 C-Locations; 10 IB High School Programs; 6 Turnarounds; and 18 School Reinvestments. Approximately 2,000 classrooms are to receive new or upgraded air conditioning. On May 14, 2013, the Commission approved Resolution 7929 which approved the purchase approximately 2300 window air conditioners and authorized appropriate officials of the Public Building Commission to take such action as may be required to effectuate the Resolution. Consistent with that authority and due to time constraints and in collaboration with Legal Counsel, the PBC is authorized to purchase 2,277 window assemblies from the two subcontractors. Both Auburn Corporation and Jenson Window Corporation have extensive experience in this type of work and have previously worked successfully on CPS projects. The metal panels will provide needed structural support and brackets for the installation of the air conditioners at an approximate cost of \$4,100,000.00. The panels and brackets are available through these subcontractors in the quantities needed and are durable and long lasting.

The reports were accepted.

Next was a report by the Chief Development Officer, Paul Spieles, regarding a recommendation concerning proposed amendments to professional service agreements as follows:

<u>Consultant</u>	<u>Project</u>	<u>Amount</u>
Hitchcock Design Group (Design Architect for Landscape and Site Design Services)	Program Wide Term Agreement	\$0

The Chief Development Officer reported on proposed change orders for the June 11, 2013 Board meeting as follows:

<u>Contractor</u>	<u>Project</u>	<u>Amount</u>
Sollitt/Brown & Momen Joint Venture	Back of the Yards High School	\$11,073.00
Burling Builders, Inc Tyler Lane Construction	Edgewater Branch Library Humboldt Park Branch Library	\$50,063.98 (\$7,308.83 credit)

The AO Committee was advised that 9 field orders were issued involving the following projects: Back of the Yards HS; Jones College Prep Replacement HS; Onahan Linked Annex; Edison Park Elementary School Linked Annex; Air Force Academy Renovation; Henderson Elementary School Renovation; Peck Elementary; Humboldt Park Library Renovation and Addition; and Ping Tom Park Field House.

The reports from the Chief Development Officer were accepted.

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.