

**PUBLIC BUILDING COMMISSION OF CHICAGO MINUTES OF
THE ADMINISTRATIVE OPERATIONS COMMITTEE
MEETING HELD ON FEBRUARY 3, 2014**

The meeting of the Administrative Operations Committee of the Public Building Commission of Chicago was held in the 2nd Floor Board Room at the Richard J. Daley Center on February 3, 2014 at 1:00 p.m.

The following Committee members were present:

Chairman Dr. Byron T. Brazier
Commissioner Arnold Randall
Commissioner Mariyana Spyropoulos

Also present were:

Erin Lavin Cabonargi
Paul Spieles
Lori Lypson
Mary Pat Witry
Eileen Ryan
Ivan Hansen
Art Del Muro
Daryl McNabb
Rusty Castillo
Ilyas Lakada
Molly Sullivan
Lisa Giderof
Raven DeVaugn
Landgon Neal, Neal & Leroy
Anne Fredd, Neal & Leroy

The reading of the minutes of the January 2, 2014 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.

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 Executive Director presented the AO Committee with the following 2013 Year End Staff Reports: Executive Summary Report; Program Forecast Report; Market Conditions Report; Program Cost Status Report; Program Cost Effectiveness Report; 2013 Year End Project Status Report; Sustainable Development 2013 Q4 Status Report; M/WBE Commitment Reports; M/WBE Compliance Reports; M/WBE Professional Service Compliance Reports; and Specialty Consultants 201 Q4 Award and Commitment Report.

The Executive Director summarized highlights of the various reports. The Program Cost Status Report showed current program authority in excess of \$2.6 billion in project development costs, and projects are trending under budget by 7.15% representing a variance of approximately \$191 million under the original undertaking budgets.

Including a limited number of budget revisions authorized due to changes in project scope, PBC is under budget by 7.49% representing a variance of \$201.8 million under the revised undertaking budgets. The Program Cost Effectiveness Report shows change orders for Q4 of 2013 for open construction projects was 3.5%. PBC's Indirect Costs average 16.43%, of construction costs. Indirect costs average 13.91% of total project cost on large scale projects exceeding \$50M, well below the industry average of 25%. The 2013 Year End Project Status Report provided a detailed snapshot of each PBC project. The Sustainable Development Report through Q4 2013 indicated that PBC has achieved LEED Certification on 59 municipally-owned projects, with an additional 19 registered projects. MBE commitments for 2013 were 27% for GC projects, 23.22% for JOC projects, and 38.65% for Design Build. WBE commitments for 2013 for construction projects by type were 4.51% for GC projects, 21.11% for JOC contracts, and 7.08% for Design Build. The total commitments for GC, and JOC, and Design Build were 35.50% MBE and 6.79% for WBE. M/WBE Commitments for Professional Service Contracts Awarded was 29.54% for MBE's and 20.05% for WBE's. M/WBE Compliance for construction projects completed in 2013 was 32.21% for MBE's and 7.73% for WBE's. M/WBE Compliance for professional service contracts for projects completed in 2013 was 57.35% for MBE's and 12.90% for WBE's. M/WBE Professional Services for administrative services paid in 2013 was 46.65% for MBE's, and 6.34% for WBE's. For the Q4 of 2013, 25 task orders were issued to Specialty Consultant term contracts with a value of \$1,920,692.83. 63.92% of the dollars were awarded to MBE firms and 4.24% to WBE firms.

Commissioner Brazier had a question on the professional service compliance report form administrative services. He asked that staff indicate which firms are local and PBC staff responded that they will supply that information.

The Executive Director also advised the AO Committee regarding bid opening for the Chicago Vocational Career Academy Phase I Renovation Project on February 7, 2014.

The Chief Operating Officer, Lori Lyson reported on the four task orders awarded against term contracts as follows;

Environmental Renovation/Demolition Services

- 1. Lincoln Elementary School
Accurate/GSG Consultants AJV \$21,393.75

Traffic Study

- 2. Payton High School
TransSystems Corp \$14,535.64
- 3. Lincoln ES
Traffic Analysis & Design \$9,800.00

Material Testing

- 4. Collins HS
Interra, Inc. \$4,598.00

The Chief Operating Officer also provided a report regarding exercising the second one-year renewal option for the following Master Agreements;

Environmental Consulting Services – Categories A, B and C. Carlson Environmental; Natural Resource Technology; Tetra Tech EM, Inc., and Weaver Boos Consultants.

Environmental Consulting Services – Renovation and Demolition. ATC Associates, Inc. and Environmental Group Services, Ltd.

Geotechnical Services – GEI Consultants, Inc., K & S Engineers, Inc., Professional Service Industries, Ltd., SEECO Consultants, Inc. and URS Corporation.

Construction Material Testing – K & S Engineers and S.A.M. Consultants, Inc.

Survey Services – American Surveying & Engineers, P.C.; Alfred Benesch & Company; Crawford, Murphy & Tilly, Inc.; Gewalt Hamilton Associates, Inc.; HBK Engineering, LLC; National Survey Service, Inc.; and TECMA Associates, Inc.

Traffic Study Services – Baxter & Woodman, Inc.; Gewalt Hamilton Associates, Inc.; Globetrotters Engineering Corporation; Terra Engineering, Ltd.; Traffic Analysis & Design, Inc.; and URS Corporation.

Commissioning Authority Services – Environmental Systems Design, Inc.; dbHMS USA; M.E. Group, Inc.; and Teng & Associates, Inc.

The Chief Operating Officer provided the following recommendation;

Appointment of LCP Tracker to provide licenses for its labor compliance software for a one year term with the option to extend an additional year for an amount not to exceed \$60,000 over the term of the agreement.

The committee accepted the reports from the Chief Operating Officer.

The Director of Risk Management advised the committee regarding property and liability insurance renewals for the period January 1, 2014 to December 31, 2014 with the following premiums: General Liability \$1,000,000 – \$79,774; Umbrella \$25,000,000 - \$90,670; Excess \$25,000,000 - \$28,750; Crime - \$5,950; Property - \$248,999; Bonds - up to \$8,000; Workers' Compensation - \$26,665; and Directors & Officers - \$42,183, for a total of \$530,991.00.

The Committee accepted the report from the Director of Risk Management

The Chief Development Officer Paul Spieles reported on the following change orders;

Walsh Construction Company II	Hale ES Linked Annex	\$329,316.68
Burling Builders, Inc.	Edgewater Branch Library	\$5,000.00 (approx. still in draft form)

The Chief Development Officer reported on the Field Order Report to the committee as follows;

Jones College Prep Renovation Phase I

Current Contract Value: \$2,864,000.00 General Construction Contract Contingency Balance: \$266,634.00

05627 Contractor: C1552- F.H. Paschen / SN Nielsen & Associates, LLC

FO #198 1/09/2014 \$29,961.80 In stall metal flashing caps and traffic grade sealant between concrete wall panels (E/O Type B)

Total: \$29,961.80

Edison Park ES Linked Annex

Current Contract Value: \$10,403,082.00 General Construction Contract Contingency Balance: \$267,052.00

05650 Contractor: C1547 - Walsh Construction Company, II LLC

FO #26 1/16/2014 \$43,000.00 Plumbing, and electrical revisions required as part of regulatory review (E/O A List)

FO #27 1/16/2014 \$3,500.00 Revisions required for the first floor link ceiling (Differing Site Condition)

Total: \$46,500.00

Bell ES Addition

Current Contract Value: \$7,292,000.00 General Construction Contract Contingency Balance: \$142,808.62

05530 Contractor: C1545R- Wight Construction

FO #16 1/23/2014 \$1,191.85 Install gooseneck faucet in Science Room 204. (E/O B List)

Total: \$1,191.85

The Committee accepted the reports from the Chief Development Officer.

The meeting was adjourned.