



MEETING AGENDA

Public Building Commission of Chicago | Richard J. Daley Center | 50 West Washington Street, Room 200 | Chicago, Illinois 60602 | (312) 744-3090 | pbccchicago.com

Meeting Date:	April 10, 2017	Meeting Subject:	PRE-BID CONFERENCE
Meeting Time:	10:00 a.m.	Project Name:	Lake View High School Renovation
Meeting Location:	Lake View High School Auditorium 4015 N. Ashland Chicago, IL 60613	Project Number:	05095
		Project Address:	4015 N Ashland Avenue Chicago, IL 60613
Meeting Facilitator:	Patricia Montenegro Contract Officer	Contract Number:	C1583

1. Welcome and Introductions

2. Project Overview – Tina Harbin, Project Manager

- a. Project Overview
 - i. Two Architects of Record for this project
 - a. Cordagan, Clark & Associates – Building Renovations – “MCR”
 - b. David Mason & Associates – Site Development “SIT”
 - ii. Scope of Work
 - iii. Phasing Plan
- b. Time of Completion *{Book 1, Page 6, §II.E.}*
 - i. Schedule Milestone #1: August 14, 2017
 - ii. Substantial Completion: August 13, 2018
- c. Liquidated Damages *{Book 1, Page 6, §II.H.}*
 - i. Milestone #1: \$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:
BHFX, LLC
346 North Justine Street
Chicago, Illinois 60607
Contact Name: Ken Saulsbury
Telephone number: 312-782-2226
<https://www.bhfxplanroom.com>
- b. Mandatory Technical Review Meeting
 - i. **Mandatory Technical Review Meeting is Monday, April 10, 2017 at 11:00 a.m.** at the Lake View High School Auditorium, 4015 North Ashland Avenue, Chicago, Illinois 60613.

Pre-Bid Conference Agenda
April 10, 2017 at 10:00 a.m.

- 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.
 - c. Mandatory Site Visit
 - i. **Mandatory Site Visit is Monday, April 10, 2017 at 12:00 p.m.** at the Lake View High School, 4015 North Ashland Avenue, Chicago, Illinois 60613.
 - 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.
 - d. Bid Due Date and Opening/Submittal Requirements
 - i. **Bids are due Tuesday, May 2, 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.
 - ii. Two 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.
 - iii. Sealed packages must be received and stamped by our Front Desk Personnel by the designated due date/time.
 - e. Pre-Award Meeting/Submittal Requirements {Book 1, Page 5, (II)(A)(19)}
 - i. **A Pre-Award Meeting is tentatively scheduled for Tuesday, May 5, 2017 at 9:30 a.m.**
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
 - b. Invite representatives of all MBE/WBE sub-contractors listed on Schedule D (if applicable)
 - 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.
 - f. Requests for Information
 - i. Sole Point of Contact: Patricia Montenegro, in writing via email to patricia.montenegro@cityofchicago.org
- 4. Book 1 and Book 2 Highlights – Lori Ann Lyson, Chief Operating Officer/Chief of Staff**
- a. Construction Budget (Book 1, page 4)
 - b. List of Prequalified General Contractors (Book 1, page 5)
 - c. Mandatory Project Staffing (Book 1, page 5)
 - d. Scheduling Software Requirements (Book 1, page 5)
 - e. Prevailing Wage Rates (Book 1, page 6) (Prevailing Wage Act 820 ILCS 130/1-12)
 - i. LCP Tracker - Electronic payroll submission
 - f. MBE and WBE (Book 1, page 9, 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 and Schedule C

Pre-Bid Conference Agenda
April 10, 2017 at 10:00 a.m.

- g. Community Hiring - 7.5% (Book 1, page 9) (Book 2, page 118)
- h. Basis of Award (Book 1, page 10, 19-20) (Book 2, page 135)
 - i. Award Criteria Figure
 - a. 70% - Minority Journeywork, Apprentice, and Labor
 - b. 15% - Female Journeywork, Apprentice, and Labor
 - ii. 50% - City of Chicago Residents
- i. PLA (Book 1, page 12 – Exhibit 4)
- j. Bid Form (Book 1, page 14)
- k. Schedule B – Joint Venture Affidavit (Book 1, page 24)
 - i. JV Agreement and Certification Letter
- l. Definitions (Book 2, Article 1)
 - i. Construction Close-Out
 - ii. Notice to Proceed
- m. 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
- n. Permits and Licenses (Book 2, Article 6, page 21)
 - i. Commission is responsible for DoB permit costs and DoB Stormwater Review Fee
- o. Contractor's Practices at Site (Book 2, Article 7, page 25)
 - i. Firearms and Other Weapons Clause
- p. Personnel (Book 2, Article 9, page 33)
 - i. Competency of Workers updated with clause requiring Commission approval or return of removed personnel
- q. Contractor's Obligation (Book 2, Article 10, page 37)
 - i. 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
- r. Payment Applications (Book 2, Article 16, page 91)
- s. MBE/WBE Special Conditions (Book 2, Article 23, page 127)



PBC ASSIST AGENCY DIRECTORY

Public Building Commission of Chicago | Richard J. Daley Center | 50 West Washington Street, Room 200 | Chicago, Illinois 60602 | (312) 744-3090 | pbcchicago.com

Company	Name	Email	Address	Telephone No.
Black Contractors United	Carole Williams	bcunewera@att.net	12000 Marshfield Avenue Calumet Park, IL 60827	708.389.5730
Chatham Business Association Small Business Development	Melinda Kelly	melindakelly@cbaworks.org	800 E. 78th Street Chicago, IL 60619	773.994.5006
Chicago Urban League	Shari Runner	sbrinston@thechicagourbanleague.org ; genty@thechicagourbanleague.org	4510 S. Michigan Avenue 3rd Floor Chicago, IL 60653	773.624.8810; 773.451.3559
Construct Connect	Sherwin Deperalta	sdeperalta@bidclerk.com	28 North Clark Street Chicago, IL 60602	312.267.1035
Construction Business Development Center	Paul Murtagh	pmurtagh@prairiestate.edu	202 South Halsted Street Chicago Heights, IL 60411	708.709.3692
Federation of Women Contractors	Beth Doria	fwcchicago@aol.com	216 West Jackson Boulevard Suite 625 Chicago, IL 60606	312.360.1122
Hispanic American Construction Industry Association	Jorge Perez	jperez@haciaworks.org	650 West Lake Street Suite 415 Chicago, IL 60661	312.575.0389
Illinois State Black Chamber of Commerce	Kenyatta Fisher	Larrylvory@IllinoisBlackChamber.org	411 Hamilton Boulevard Suite 1404 Peoria, IL 61602	309.740.4430
Illinois Hispanic Chamber of Commerce	Omar Duque	aalcantar@ihccbusiness.net ; info@ihccbusiness.net	222 Merchandise Mart Plaza Suite 1212 c/o 1871 Chicago, IL 60654	312.425.9500
Latin American Chamber of Commerce	D. Lorenzo Padron	D.LorenzoPadron@LACCUSA.com	3512 West Fullerton Chicago, IL 60647	773.252.5211
Rainbow/PUSH Coalition	John Mitchell	jmitchell@rainbowpush.org	930 East 50th Street Chicago, IL 60615	773.256.2766
Women's Business Development Center	Freida Curry	fcurry@wbdc.org	8 South Michigan Avenue 4th Floor Chicago, IL 60603	312.853.3477
USMCA	Larry Bullock	larry.bullock@usminoritycontractors.org	1250 South Grove Avenue Suite #200 Barrington, IL 60010	847.852.5010

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 duly authorized representative of

_____ Name of General Contractor whose address is

_____ in the City of _____, State of _____

and that I have personally reviewed the material and facts submitted with the attached Schedules of MBE/WBE participation in the above-referenced Contract, including Schedule C and Schedule B (if applicable), and the following is a statement of the extent to which MBE/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 MBE/WBE Goals	
		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**

Name of Project: _____

Project Number: _____

FROM:

_____ MBE _____ WBE _____
(Name of MBE or WBE)

TO:

_____ and Public Building Commission of Chicago
(Name of Bidder)

The undersigned intends to perform work in connection with the above-referenced project as (check one):

_____ a Sole Proprietor _____ a Corporation
_____ a Partnership _____ a Joint Venture

The MBE/WBE status of the undersigned is confirmed by the attached Letter of Certification, dated _____. In addition, in the case where the undersigned is a Joint Venture with a non-MBE/WBE firm, a Schedule B, Joint Venture Affidavit, is provided.

The undersigned is prepared to provide the following described services or supply the following described goods in connection with the above-named project.

The above-described services or goods are offered for the following price, with terms of payment as stipulated in the Contract Documents.

**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 items, specifically describe the work and subcontract dollar amount:

If more space is needed to fully describe the MBE/WBE firm's proposed scope of work and/or payment schedule, attach additional sheet(s).

SUB-SUBCONTRACTING LEVELS

_____ % of the dollar value of the MBE/WBE subcontract will be sublet to non-MBE/WBE contractors.
 _____ % of the dollar value of the MBE/WBE subcontract will be sublet to MBE/WBE contractors.

If MBE/WBE subcontractor will not be sub-subcontracting any of the work described in this Schedule, a zero (0) must be filled in each blank above. If more than 10% percent of the value of the MBE/WBE subcontractor's scope of work will be sublet, a brief explanation and description of the work to be sublet must be provided.

The Undersigned (Contractor) will enter into a formal agreement for the above work with the Bidder, conditioned upon its execution of a contract with the Public Building Commission of Chicago, and will do so within five (5) working 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 MBE/WBE Firm (Print)

Date

Phone

Signature

Name (Print)

IF APPLICABLE:

BY:

Joint Venture Partner (Print)

Date

Phone

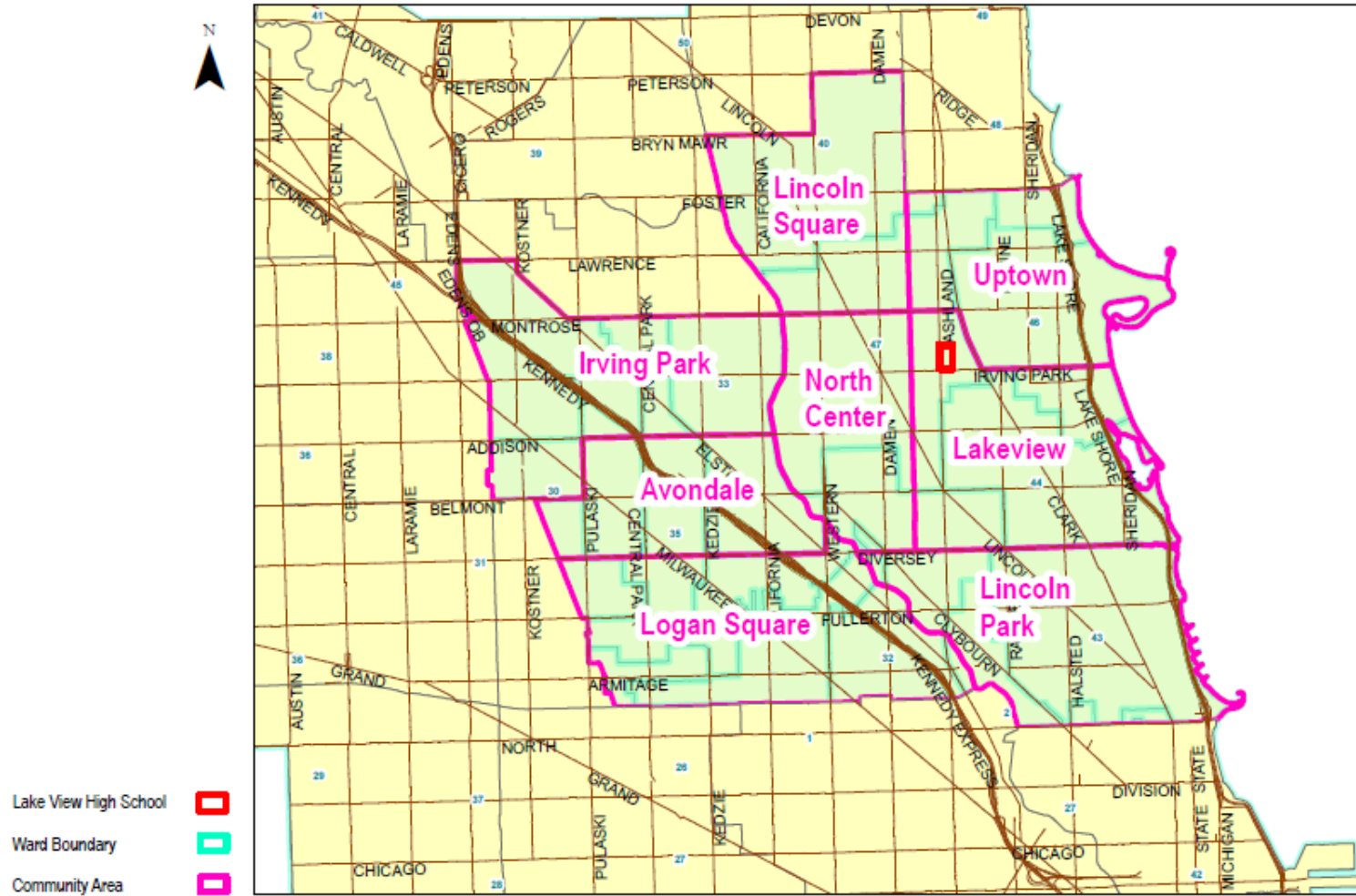
Signature

Name (Print)

MBE ____ WBE ____ Non-MBE/WBE ____

EXHIBIT #3 Project Community Area Map

Lake View High School Renovation Community Hiring Areas



TOTAL BASE BID AND AWARD CRITERIA REVIEW

PROJECT NAME:		LIBRARY RENOVATION AT ACE ACADEMY		
CONTRACT/PROJECT NO:		C1500/05000		
BIDDERS				
	COMPANY A	COMPANY B	COMPANY C	
BID FORM*				
WORK	\$ 51,000.00	\$ 52,000.00	\$ 58,444.00	
COMMISSION'S CONTRACT CONTINGENCY	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
TOTAL BASE BID	\$ 56,000.00	\$ 57,000.00	\$ 63,444.00	
AWARD CRITERIA FIGURE	\$ 54,559.12	\$ 53,124.00	\$ 59,891.14	
BASIS OF AWARD				
Award will be made to the responsible Bidder submitting the Lowest Award Criteria Figure and otherwise responsive to all the requirements of the Contract Documents.				
Additional Award Factors:				
None.				
AWARD CRITERIA FIGURE				
Line 1. (Based on Total Base Bid)	\$56,000.00	\$57,000.00	\$63,444.00	
Line 2.	0.20	0.70	0.60	
Line 3.	\$448.00	\$1,596.00	\$1,522.66	
Line 4.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 5.	0.20	0.70	0.45	
Line 6.	\$336.00	\$1,197.00	\$856.49	
Line 7.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 8.	0.15	0.70	0.65	
Line 9.	\$84.00	\$399.00	\$412.39	
Line 10.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 11.	0.05	0.15	0.15	
Line 12.	\$112.00	\$342.00	\$380.66	
Line 13.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 14.	0.01	0.15	0.15	
Line 15.	\$8.40	\$256.50	\$285.50	
Line 16.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 17.	0.008	0.15	0.15	
Line 18.	\$4.48	\$85.50	\$95.17	
Line 19.	\$56,000.00	\$57,000.00	\$63,444.00	
Line 20.	\$992.88	\$3,876.00	\$3,552.86	
Line 21.	\$55,007.12	\$53,124.00	\$59,891.14	
TOTAL AWARD CRITERIA	\$55,007.12	\$53,124.00	\$59,891.14	
TOTAL BASE BID	\$56,000.00	\$57,000.00	\$63,444.00	
* Amounts are as noted on the Bid Submissions.				

NOTE: Basis of Award is based on the firm offering the Lowest Award Criteria Figure. In the example above, although Company A offered the Lowest Total Base Bid, Company B is awarded the project based on its Lowest Award Criteria Figure.

B. BID FORM

FIRM NAME:

LINE	ITEM	AMOUNT
1.	WORK (MCR + SIT)	\$
2.	COMMISSION'S CONTRACT CONTINGENCY	\$ 570,000.00
3.	SITE WORK ALLOWANCE	\$ 75,000.00
4.	ENVIRONMENTAL ALLOWANCE	\$ 75,000.00
5.	TOTAL BASE BID (1+2+3+4)	\$
AWARD CRITERIA FIGURE (See Section V. Proposal Support Document, line 15 of Award Criteria Figure)		\$

<p>SURETY: Please specify full legal name and address of Surety:</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/>
--