



MEETING AGENDA

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

Meeting Date:	October 19, 2017	Meeting Subject:	PRE-BID CONFERENCE
Meeting Time:	10:00 a.m.	Project Name:	Mt. Greenwood Elementary School Annex II
Meeting Location:	Mt. Greenwood Elementary School Auditorium	Project Number:	05145
		Project Address:	10841 South Homan Avenue Chicago, IL 60655
Meeting Facilitator:	Patricia Montenegro Contract Officer	Contract Number:	C1589

1. Welcome and Introductions

2. Project Overview – Andy Quatham, Project Manager

- a. Project Overview
 - i. Architect of Record – EC Purdy and Associates
 - ii. Scope of Work
 - iii. Phasing Plan
- b. Time of Completion *{Book 1, Page 6, §II.E.}*
 - i. **Substantial Completion: November 5, 2018**
 - ii. Schedule Milestone #1: August 17, 2018
 - iii. Schedule Milestone #2: June 25, 2019
 - iv. Schedule Milestone #3: August 16, 2019
- c. Liquidated Damages *{Book 1, Page 6, §II.H.}*
 - i. 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:
Cross Rhodes Print and Technologies
3 Eisenhower Lane N,
Lombard, Illinois 60148
Contact Name: Kristy Weber
Telephone number: 630-963-4700
<https://www.x-rhodesplanroom.com/>
- b. Mandatory Technical Review Meeting
 - i. **Mandatory Technical Review Meeting is Thursday, October 19, 2017 at 10:30 a.m.** in the Mt. Greenwood Elementary School Auditorium, located at 10841 South Homan Avenue, in Chicago, Illinois 60655.
 - 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
 - ii. **Mandatory Site Visit is Thursday, October 19, 2017 at 11:00 a.m.** in the Mt. Greenwood Elementary School Auditorium, located at 10841 South Homan Avenue, in Chicago, Illinois 60655.
 - 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.

- i. Bidders shall be responsible for inspecting the Site to become familiar with the conditions relating to the Work to be performed, the facilities involved, and the site logistics required in the successful performance of this Contract. Failure of the Bidders to visit the Site shall not relieve or alter the Bidder's responsibility for completing the Work as required by the Contract Documents.
- d. Questions Deadline
 - i. Questions are due no later than **Friday, October 20, 2017 by 4:30 p.m.**
- e. Bid Due Date and Opening/Submittal Requirements
 - ii. **Bids are due Friday, November 3, 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.
 - iii. Two single-sided, 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.
 - iv. Sealed packages must be received and stamped by our Front Desk Personnel by the designated due date/time.
- f. Pre-Award Meeting/Submittal Requirements {Book 1, Page 5, (II)(A)(18)}
 - i. A **Pre-Award Meeting is tentatively scheduled for Tuesday, November 7, 2017 at 1:30 p.m.** in the PBC Board Room on the 2nd floor of the Richard J. Daley Center, 50 West Washington Street, in Chicago, Illinois 60602.

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 principals of all MBE/WBE Subcontractors listed on Schedule D
 - c. Invite principals of all Critical Subcontractors listed on Critical Subcontractor List
 - d. Provide and be prepared to discuss the Schedule of Values for the project
 - e. Provide a list of Pre-Award meeting attendees in advance of the meeting
- g. Mt. Greenwood Elementary School Annex II – Specific Requirements - (Book 1, page 23)
 - i. **At the Time of Bid:** The Commission is **requiring** the identification of critical subcontractors at the time of bid submission. Bidders are required to list the names of the intended subcontractors who will perform the corresponding Work, if successful. Failure to provide the names of the subcontractors listed below may deem a bid non-responsive.

Critical Subcontractors to be identified: Stormwater Detention Tank, Steel Fabricator, and Steel Erector Subcontractor
 - ii. Notice of Award Date: **Notice of Award is anticipated to be issued on or before Wednesday, November 15, 2017.** The successful General Contractor will be required to return a compliant Certificate of Insurance and Payment and Performance Bond within seven (7) days of the issuance of the Notice of Award.

Further, **within two weeks of the issuance of the Notice of Award**, the successful General Contractor shall be required to prepare and submit all Construction Submittal documentation, including but not limited to: Stormwater Detention Tank, Steel Fabrication and Steel Erection Work.
- h. Requests for Information
 - i. Sole Point of Contact: Patricia Montenegro, in writing via email to patricia.montenegro@cityofchicago.org

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4. **Book 1 and Book 2 Highlights** – Lori Ann Lypson, Chief Operating Officer/Chief of Staff
 - a. Construction Budget (Book 1, page 4) - \$12,200,000.00
 - b. List of Prequalified General Contractors (Book 1, page 5)
 - c. Mandatory Project Staffing (Book 1, page 6)
 - d. Scheduling Software Requirements (Book 1, page 6)
 - 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 5, 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
 - vi. Schedule C
 - g. Community Hiring - 7.5% (Book 1, page 10) (Book 2, page 118)
 - h. Basis of Award (Book 1, page 11, 19-20) (Book 2, page 135)
 - i. Award Criteria Figure
 - a. Maximum 70% - Minority Journeywork, Apprentice, and Laborer
 - b. Maximum 15% - Female Journeywork, Apprentice, and Laborer
 - ii. 50% - City of Chicago Residents
 - i. PLA (Book 1, page 13 – Exhibit 5)
 - j. Bid Form (Book 1, page 15)
 - k. Schedule B – Joint Venture Affidavit (Book 1, page 25)
 - i. JV Agreement and Certification Letter
 - l. Assist Agency List (Book 1, page 54 – Exhibit 4)
 - m. Definitions (Book 2, Article 1)
 - i. Construction Close-Out
 - ii. Notice to Proceed
 - n. 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
 - o. Permits and Licenses (Book 2, Article 6, page 21)
 - i. Commission is responsible for DoB permit costs and DoB Stormwater Review Fee
 - ii. Fee Waiver
 - p. Contractor's Practices at Site (Book 2, Article 7, page 25)
 - i. Firearms and Other Weapons Clause
 - q. Personnel (Book 2, Article 9, page 33)
 - i. Competency of Workers updated with clause requiring Commission approval or return of removed personnel
 - r. 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
 - s. Payment Applications (Book 2, Article 16, page 91)
 - t. MBE/WBE Special Conditions (Book 2, Article 23, page 127)

NOTES



Public Building Commission of Chicago

ASSIST AGENCIES

Assist agencies are comprised of chambers of commerce and not-for-profit agencies that represent the interests of small, minority- and/or women-owned businesses.

BLACK CONTRACTORS UNITED

12000 Marshfield Ave
Calumet Park, IL 60827

Carole Williams
bcunewera@att.net
(708) 389-5730
blackcontractorsunited.com

CHATHAM BUSINESS ASSOCIATION: SMALL BUSINESS DEVELOPMENT, INC.

800 E 78th St
Chicago, IL 60619

Melinda Kelly
melindakelly@cbaworks.org
(773) 994-5006
cbaworks.org

CHICAGO URBAN LEAGUE

4510 S Michigan Ave
Chicago, IL 60653

Jason Johnson
jjohnson@thechicagourbanleague.org
(773) 451-3547
thechicagourbanleague.org

CONSTRUCT CONNECT

28 N Clark St
Chicago, IL 60602

Sherwin Deperalta
sdeperalta@bidclerk.com
(312) 267-1035

CONSTRUCTION BUSINESS DEVELOPMENT CENTER

202 S Halsted St
Chicago Heights, IL 60411

Paul Murtagh
pmurtagh@prairiestate.edu
(708) 709-3692
prairiestate.edu

FEDERATION OF WOMEN CONTRACTORS

216 W Jackson St, #625
Chicago, IL 60606

Beth Doria
fwcchicago@aol.com
(312) 360-1122
fwcchicago.com

HISPANIC AMERICAN CONSTRUCTION INDUSTRY ASSOCIATION

650 W Lake St, #415
Chicago, IL 60661

Jorge Perez
jperez@haciaworks.org
(312) 575-0389
haciaworks.org

ILLINOIS BLACK CHAMBER OF COMMERCE

411 Hamilton Blvd, #1404
Peoria, IL 61602

Kenyatta Fisher
larryivory@illinoisblackchamber.org
(309) 740-4430
illinoisblackchamber.org

ILLINOIS HISPANIC CHAMBER OF COMMERCE

222 Merchandise Mart Plaza, #1212
Chicago, IL 60654

Omar Duque
info@ihccbusiness.net
(312) 425-9500
ihccbusiness.net

LATIN AMERICAN CHAMBER OF COMMERCE

3512 W Fullerton Ave
Chicago, IL 60647

D. Lorenzo Padron
d.lorenzopadron@laccusa.com
(773) 252-5211
laccusa.com

RAINBOW/PUSH COALITION

930 E 50th St
Chicago, IL 60615

John Mitchell
jmitchell@rainbowpush.org
(773) 256-2766
rainbowpush.org

WOMENS BUSINESS DEVELOPMENT CENTER

8 S Michigan Ave, #400
Chicago, IL 60603

Frieda Curry
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(312) 853-3477
wbdc.org

U.S. MINORITY CONTRACTORS ASSOCIATION

1250 Grove Ave, #200
Barrington, IL 60010

Larry Bullock
larry.bullock@usminoritycontractors.org
(847) 852-5010
usminoritycontractors.org

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OR VISIT US ONLINE AT PBCCHICAGO.COM

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