STATE OF ILLINOIS
PAT QUINN, GOVERNOR

CAPITAL Development BOARD
Building a Better Illinois

Volume 185
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PROFESSIONAL SERVICES BULLETIN – AMENDMENT NO. 2

BULLETIN SCHEDULE
(except otherwise noted)

Submittals for projects appearing in this *Professional Services Bulletin* **are due by 11:30 a.m.,**
~~February 14, 2013~~
March 14, 2013

The projects from this bulletin are scheduled to be presented at the
~~April 9, 2013~~
May 14, 2013
Board Meeting

NOTICE TO RECIPIENTS: Please read carefully and follow all rules and instructions in this document.

REMINDER: You are able to access the 255 Form (**Revised January 2013**) in the Reference Library Section of CDB's website. Use only this version of the form for submittal.

Posted to website
January 24, 2013
Amendment No. 2 posted to website
February 11, 2013

Board Meeting results can be found on CDB's website
May 15, 2013

CDB's Internet Address:
www.illinois.gov/cdb

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PROFESSIONAL SERVICES BULLETIN
GENERAL INFORMATION

The procurement of design services by the Capital Development Board (CDB) is governed by the Illinois Compiled Statutes, 30 ILCS 500, Illinois Procurement Code and 30 ILCS 535, Architectural, Engineering, and Land Surveying Qualifications Based Selection Act.

This bulletin is the advertisement to procure design services whose official notification is made via the CDB's website, www.illinois.gov/cdb.

The responsible State Purchasing Officer for procurements under this bulletin is Christopher Flynn.

Listed below are important guidelines, instructions and general information. Please read the following information carefully.

Unless otherwise specified, submittal(s) are to be sent to:

Qualifications Based Selection (QBS) Committee
Capital Development Board
3rd Floor, William G. Stratton Building
401 South Spring Street
Springfield, IL 62706

The CDB is not responsible for submittal(s) sent to any individual within the CDB or to another office.

SUBMITTAL REQUIREMENTS:

- In accordance with 44 Illinois Administrative Code 980.130:

  a) All Architect/Engineers (A/E's) submitting statements of qualifications for a project shall be prequalified with the CDB prior to the date and time that the submittal(s) are due. Failure to be prequalified will result in rejection of the submittal(s).

  b) Consultants that will be performing architectural, engineering or land surveying professional services for the Prime A/E submitting the 255 form shall be prequalified with the CDB prior to the date and time that the submittal(s) are due. Failure of the professional consultants to be prequalified shall result in rejection of the Prime A/E's submittal(s).

  For Joint ventures, if any of the members of the Joint Venture is required to be registered with the Board of Elections, then please submit the registration certificate for each applicable member with the 255 form.

- ***Financial Disclosures and Conflicts of Interest, and Standard Certifications***

  In accordance with 30 ILCS 500/50-35, the financial disclosures and conflicts of interest of the Prime A/E are required to be submitted with the 255 form. The standard certifications are also to be included in the submittal of the 255 form.

  For Joint Ventures, the financial disclosures and conflicts, and standard certifications of each member of the Joint Venture are required to be submitted with the 255 form.

- ***Joint Ventures. Two or more prequalified A/E's may submit a 255 form as a Joint Venture. If a Joint Venture submits a 255 form, the CDB may require disclosure of the contractual arrangement between the members of the Joint Venture prior to selection award. At a minimum, the Joint Venture documents shall identify the consent of the insurance underwriters to insure the Joint Venture is in accordance with the CDB requirements. If awarded the project, the parties of the subsequent contract will be the CDB and the Joint Venture. NOTE: for partnership arrangements between firms who do not have a contractual joint venture relationship, one firm shall submit the 255 form as the Prime A/E and the other firm(s) shall be listed as a consultant.***

PREQUALIFICATION:

- What type of firm needs to be prequalified with the CDB?

  Any firm providing Architectural, Engineering, Asbestos Abatement design services or Land Surveying.

- To verify that all design firms (Prime and/or Consultants) are currently prequalified with the CDB, please access CDB's website, http://www.cdb.state.il.us/forms/download/ARCH.pdf.

- To obtain prequalification forms you may access the CDB's website, http://www2.illinois.gov/cdb/business/library/Documents/AEprequal.doc or contact Jim Dautel at 217/782-1383.

- The CDB requires within its prequalification process that all firms obtain Illinois Department of Human Rights eligibility number.

- Please notify Jim Dautel within ten (10) days of any significant changes in the information provided in your firm's prequalification application form.

- If selected, the CDB prequalification is required until the issuance of the contract. It is the responsibility of all firms to maintain a current CDB prequalification status.

- Corporations, LLPs and LLCs shall be in good standing with the Illinois Secretary of State, Corporation Division, to be granted prequalification and issued a contract.

- Firms must be properly licensed in the respective profession(s) with the Department of Professional Regulation and the Department of Public Health.

- **Each member of a Joint Venture shall be prequalified with the CDB as an A/E. The Joint Venture does not need to submit a separate prequalification form; however, each member of the Joint Venture shall be prequalified separately under the CDB A/E prequalification process as described in this section.**

SUBMITTAL PROCEDURES:

- **REMINDER: You are able to access the revised 255 Form located at the CDB's website at** http://www.cdb.state.il.us/forms/download/255 FORM 1.2013.docx. **A copy of this form is no longer included in this publication. Use only this version of the form for submittal. The 255 form contains the financial disclosures and conflicts of interest, and standard certification forms.** ***Previous versions will not be accepted.***

- ***One (1) original and three (3) copies of the 255 form are necessary for each project submittal. One (1) copy of the Board of Elections registration certificate is necessary for each project submittal. One (1) copy of the financial disclosure/ certifications is necessary for each project submittal. Do not staple your original 255 and financial disclosures/certifications but attach with a binder clip.*** **Use staples on the copies only to bind the CDB 255 form.**

- By making a submittal, the firm attests that it has read and agrees or conforms to the standard certifications required by the Professional Services Agreement (PSA) and the A/E Manual.

- In order that all submittal(s) are similar, do not include pictures or other graphics. This form is not to be a marketing brochure. Provide only the information requested. It is not necessary to submit a copy of your CDB prequalification letter.

- Cover/transmittal letters on the CDB 255 form or accordion binders will not be accepted. The CDB 255 form is the only information accepted as the submittal.

- The name of the firm making the submittal must be the legal name associated with the taxpayer's identification number and as provided on that firm's prequalification application.

- The firm making the submittal must be the office location where the work is being performed. ***The office location must be prequalified either as the home office or branch office. Branch offices not prequalified will not be accepted.***

- ***For Joint Venture submittals, all members of the Joint Venture must be identified on the front page of the 255 form, the design discipline identified for each member, and the anticipated percentage of services to be provided by each member. The office location of each member must be prequalified with the CDB.***

- The original submittal must contain the signature of the firm's president, vice president, partner or sole owner or any other person authorized to execute business for the firm.

- Submittal(s) for more than one project may be mailed or packaged together. Separate envelopes are not required.

- The submittal shall include the names of persons who will perform the services, including their project assignment or duties, as well as a resume of their experience and expertise that qualifies them to perform the assignment. This includes the listed Consultant's designated staff.

- The A/E shall clearly indicate the anticipated percentage of the services that will be performed by each listed Consultant.

- The Prime A/E must use the Consultants and staff as submitted in their CDB 255 form. Consultants are considered first tier and shall hold a contract directly with the firm submitting the 255 form.

- Project team changes will not be allowed without prior written approval of the **CDB's Executive Director**.

- Faxed submittal(s) will not be accepted.

- Submittal(s) received on the designated date at or prior to 11:30 a.m. (CST) deadline will be given consideration. *If a delivery service (USPS, UPS, and FedEx) is used, the CDB strongly encourages that submittals be delivered one day before the deadline date*.

- Provide your official Board of Elections certificate of registration issued electronically by the Board of Elections. Include only your certification and not those of your consultants. ***Certification of all members of a Joint Venture shall be submitted with the 255 form.***

- Provide the financial disclosures and conflicts of interest for each applicable owner of the Prime A/E ***or each member of a Joint Venture*** (see instructions on disclosure form). Provide standard certifications.

- Do not include any additional information such as a prequal letter, minority certification, etc.

- Do not include the name of your firm on the consultant page.

- Do not include fractions when showing the percentages of work done by any consultants.

- When showing the percentage of work performed by consultants in Item #4, the number should reflect the total of percentage as shown under the heading "Percentage" in the second column of the consultant page. For example, if you have three consultants and one is doing 10% MBE/FBE and another is doing 5% MBE/FBE, then 15% is what you will put in Item #4.

REJECTIONS WILL OCCUR FOR THE FOLLOWING REASONS:

- Submittals received after the designated due date and time as stated on the PSB.

- Submittals received from a branch office that is not prequalified with the CDB.

- ***Failure of any of the members of the Joint Venture to be prequalified will result in the rejection of the submittal(s).***

- ***Failure of proper identification and services to be provided of members of the Joint Venture at the time of the 255 submittal will result in the rejection of the submittal(s).***

- ***Failure to submit, when requested by the CDB, the disclosure of the contractual arrangement between members of a Joint Venture; and determination by the CDB that said contractual arrangement is not approved will result in the rejection of the submittal(s).***

- Including pictures or any graphics will result in rejection of the submittal(s).

- Failure of the Prime A/E firm to be prequalified will result in rejection of the submittal(s).

- Failure of the Consultants (providing regulated design services) to be prequalified will result in rejection of the Prime A/E's submittal(s).

- Including any individual previous contract values can result in rejection of the submittal(s).

- If a firm's or their Consultant's prequalification expires during the selection, award or contract negotiation process, the CDB reserves the right to remove the submittal from consideration, recommend another firm for final selection or cease negotiations of a contract and commence negotiations with another firm.

- Any incorrect, incomplete or misleading information given on the CDB 255 form may result in the rejection of a submittal. Please be sure to have the information completed in its entirety.

- Failure to sign the 255 submittal(s).

- **Failure to comply with 30 ILCS 500/50-35 by not submitting prime A/E financial disclosures and conflicts of interest.**

SELECTION PROCESS:

- Selection of design firms by the CDB is not based on competitive bidding but on the firm's professional qualifications. Consideration criteria may include, but are not limited to, experience and expertise of professional personnel assigned to the project, relevant project experience, prior performance, willingness to meet time requirements, proximity to site, workload/recent selections, minority/female business enterprise participation.

- The CDB strongly encourages MBE/FBE firms to apply for selection as the Prime A/E and to seek participation as a Consultant with Prime A/E firms.

- For projects over $5 million, a minimum combined MBE/FBE goal of 15 percent for the A/E design team is applicable. See individual project description notice sheet for specific goal information.

- Subsequent to 255 submittal deadline, members of the A/E Selection Committee are not available to discuss project specifics. The CDB procedures ensure that all members of the committee are provided with detailed information concerning prior performance, current projects and all submittal information by the A/E firms.

- For interview level projects, all parties, including **ALL CONSULTANTS**, shall be available to participate in the interview process. *Not all firms that submit will be interviewed. The A/E Selection Committee will select 3-5 (typically 4) firms to be invited to participate in the interview process.*

- Results of the selection process are available on the CDB's website (www.illinois.gov/cdb) the day after the Board Meeting as designated on the respective bulletin cover.

FEE NEGOTIATION:

- To ensure that the completion of the project is not delayed by extended or long negotiations before the start of the contract work, the CDB representative negotiating the contract will state the length of time the firm will be limited to in preparing its estimate of effort and cost.

  Should the CDB be unable to successfully negotiate a contract with the recommended A/E, the CDB will immediately proceed to negotiate with the second ranked firm.

- The determination of compensation for the performance of basic services is through negotiation of fees and services with the CDB based on the following criteria:

  1. The project type classification.
  2. The scope of basic services required to complete the agreed upon project scope.
  3. The degree of difficulty of the scope of basic services' tasks as applied to the particular project.
  4. The proposed project construction budget. (Used primarily as a benchmark reference.)

- Projects shall be classified as either new construction (N) or remodeling (R). Each classification is broken down into three levels of complexity as described below:

Group I	Generally, the most complex projects in both design and detail and shall involve complex programs, mechanical systems, code requirements, etc.
Group II	Generally, projects with normal or average complexity may include a combination of more and less complex elements in the scope.
Group III	Generally, these projects shall be of simple or repetitive construction without any great degree of special finish or design effort. May include projects where equipment purchases comprise a large portion of the construction budget.

- The services to be provided by the firm will conform with requirements included in the latest version of the CDB Professional Services Agreement, the Design and Construction Manual, the Standard Documents for Construction and the Centralized Fee Negotiation Professional Services and Fees Handbook.

State Board of Elections Certification

The Prime A/E will need to certify whether or not registration with the Board of Elections is applicable. This certification is provided in the revised 255 form. If registration is required, then the Prime A/E should provide the certificate with each 255 submittal so that compliance is easily identified.

Section 20-160 of the Procurement Code (30 ILCS 500/20-160) requires that any bidder/vendor be registered with the Board of Elections if 1) the company's annual total of bid/proposals on State contracts in a given calendar year exceed $50,000; 2) the company's annual total of bid/proposals on State contracts, combined with the annual total of State contracts already awarded in a calendar year, exceed $50,000; or 3) the company's annual total of State contracts already awarded in a calendar year exceed $50,000. The Act also contains limitations on campaign contributions by State Vendors and their affiliated entities.

The 255 form is considered a proposal and, therefore, is subjected to the above requirement. Although exact contract amounts are not determined until negotiations are completed, projects typically listed in the bulletin could have total professional services contract values in excess of $50,000. Therefore, by submitting the 255 form(s) your firm may need to place an emphasis on registering with the Board of Elections.

Financial Disclosures and Conflicts of Interest
30 ILCS 500/50-35

In accordance with the Illinois Procurement Code, the Prime A/E is required to submit Financial Disclosures and Conflicts of Interest forms, for each applicable owner, with the 255 submittal form for each project. This 255 submittal should also include the standard certification form. The forms must be completed in their entirety and signed. Instructions for the disclosures are included within the form.

Failure to provide the Financial Disclosures and Conflicts of Interest forms with submittal shall be a material deficiency and will result in rejection of submittal.

Failure to provide the Standard Certifications form shall be a technical deficiency which will not result in immediate rejection of submittal.

Projects included in this bulletin will be subject to other Procurement Code requirements which will include, but not be limited to, the submittal of consultant subcontracts over $50,000 in value, financial disclosures and conflicts of interest, and standard certifications of all primes and those consultants over $50,000 in contract value (renewal on an annual basis). *The subcontracts and financial disclosures from the consultants are not to be submitted until after the execution of the Prime A/E Contract.*

In addition, all non-prequalified consultants will need to be registered with the CDB prior to the execution of their subcontract with the Prime A/E. Contact Jim Dautel at jim.dautel@illinois.gov or 217/782-1383 regarding the registration process.

Highlights of the Procurement Code include, but are not limited to, consultant financial disclosures and subcontracts to be submitted to the CDB; annual re-certifications of all primes and consultants; contracts, subcontracts and other project documentation to be available to the Chief Procurement Officer, State Purchasing Officer, and Procurement Compliance Monitors for review; and procurement communications reporting and lobbyist communication reporting.

State Comptroller Act
15 ILCS 405/23.9

Minority Contractor Opportunity Initiative

The Act requires a fee of $15 to cover expenses related to the administration of the Minority Contractor Opportunity Initiative. Any Vendor awarded a contract of $1,000 or more from this solicitation is required to pay a fee of $15. The Comptroller shall deduct the fee from the first check issued to the Vendor under the contract and deposit the fee in the Comptroller's Administrative Fund.

Supplement to the
Design and Construction Manual (DCM)

Effective with the PSB 181, the new supplement to the DCM will be added to the Professional Services Agreement (contract) for all projects selected on or after October 26, 2012.

The supplement includes requirements regarding the Procurement of Domestic Products Act (Public Act 94-0540, 30 ILCS 517) and the revised Project Manual Workbook for Asbestos, Lead, UST and PCB.

The supplement to the DCM is available in the reference library located on the CDB's website, http://www2.illinois.gov/cdb/business/library/Documents/DesignandConstructionManual-2009Supplementeff10.26.2012.pdf

A/E Fee Compensation Increase

At the September 11, 2012, meeting of the CDB, the Board approved an increase in compensation negotiated and paid to the A/E for basic services and additional services.

The revision in basic services compensation will be a 10 percent across-the-board increase in the fee rates negotiated by the CDB.

The revision in the additional services compensation is an allowance for meeting attendance for small projects. This compensation is structured as tier level as follows:

- $2,000 for projects $300,000 and under
- $1,500 for projects $301,000 to $500,000
- $1,000 for projects $501,000 to $900,000
- $500 for projects $901,000 to $1,200,000

The increases in the basic services and additional services will become effective for those projects advertised on or after September 27, 2012. The projects listed in the PSB 182, December 11, 2012 Board Meeting, are subjected to the fee increases.

The fee rate tables will be revised and added to the Centralized Fee Negotiated Handbook as a supplement. These revised fee tables will be available prior to the selection of the PSB 182 projects.

Additional Factors for Qualifications Based Selections

Pursuant to 30 ILCS 535/30, and in addition to all other requirements, the CDB requires that firms comply with the qualification based factors herein when contracting for services which include on-site construction related activities, including but not limited to, material testing and drilling. To be considered for evaluation on Qualifications Based Selection Act contracts which include on-site construction related activities, including but not limited to, material testing and drilling, all firms must comply with all of the following requirements and must present satisfactory evidence of that compliance to the CDB:

1. The firm must comply with all applicable laws concerning the firm's entitlement to conduct business in Illinois;
2. The firm and/or the firm's subcontractors/consultants must comply with all applicable provisions of the Prevailing Wage Act for any on-site construction related activities, including but not limited to, material testing and drilling;
3. The firm must comply with Subchapter VI ("Equal Employment Opportunities") of Chapter 21 of Title 42 of the United States Code (42 U.S.C. 2000e and following) and with Federal Executive Order No. 11246 as amended by Executive Order No. 11375;
4. The firm must have a valid Federal Employer Identification Number or, if an individual, a valid Social Security Number;
5. The firm must have a valid certificate of insurance showing the following coverage: general liability, professional liability, product liability, workers' compensation, completed operations, hazardous occupation, and automobile; and,
6. The firm and/or the firm's subcontractors/consultants must participate in applicable apprenticeship and training programs approved by and registered with the United States Department of Labor's Bureau of Apprenticeship and Training for all on-site construction related activities, including but not limited to, material testing and drilling.

All of the above-mentioned requirements shall be effective for any Qualifications Based Selections (QBS) on or after **May 14, 2013 (per Amendment No. 2)**.

CDB PROJECT NO. 102-040-009
Department of Natural Resources
Rehabilitate Exterior Wall System
Dickson Mounds Museum
Lewistown, Fulton County

CDB PROJECT MANAGER: Eddie Frazier

APPROPRIATED AMOUNT: $270,000
ESTIMATED TOTAL PROJECT COST: $270,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $100,000

PROJECT FEE CLASSIFICATION: Group III R

The Dickson Mounds Museum is a 162 acre site in Lewistown and includes several historical structures of early American settlers of European lineage dating from the 1800's. The 14 building, 144,129 square-foot complex, contains a structure built to protect exposed excavations of the earlier Indian culture.

The scope of work provides for evaluating and surveying the integrity of the exterior of the building due to water infiltration. The scope also provides for implementing the recommendations, including waterproofing and repairing or replacing interior finishes that are water damaged.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm's project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.
ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.

CDB PROJECT NO. 102-202-025
Department of Natural Resources
Improve Dam and Boat Ramp and Replace Roofing Systems
Argyle Lake State Park
Colchester, McDonough County

CDB PROJECT MANAGER: Rich Meyer

APPROPRIATED AMOUNT: $1,460,000
ESTIMATED TOTAL PROJECT COST: $1,460,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $500,000

PROJECT FEE CLASSIFICATION: Group II R

The Argyle Lake State Park is a 1,149-acre site featuring a campground, picnicking, hiking, horseback riding, boat and bank fishing, acquired in 1948.

The scope of work provides for an analysis to determine if the spillway meets safety standards and permits, rehabilitating the dam and dewatering structure, including, but not limited to, repairing spalled concrete, replacing dewatering gates, removing and sealing the middle gate, fencing, riprap and other miscellaneous items associated with the dam's safety and rehabilitation.

The scope also provides for rehabilitating and replacing the docks and boat ramps, including replacing the pontoon docking system and walkways, replacing the docks and fishing platform at the concession building, extending the concrete boat ramp, repairing or replacing the handicapped boat access and site lighting.

The scope also includes replacing the roofing systems on the shower building, shelters and vault toilets with metal roofing systems, including decking, skylights and roofing accessories as needed.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm's project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.
ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.

CDB PROJECT NO. 102-419-077
Department of Natural Resources
Upgrade Lodge Attic Ventilation and Exhaust Air Systems
Pere Marquette State Park
Grafton, Jersey County

CDB PROJECT MANAGER: Steve Sias

APPROPRIATED AMOUNT: $280,000
ESTIMATED TOTAL PROJECT COST: $280,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $100,000

PROJECT FEE CLASSIFICATION: Group II R

The Pere Marquette Lodge is a 70,000 square foot, two-story building constructed in 1932.

The scope of work provides for the modification and upgrade of the Lodge attic ventilation system, exhaust air systems and packaged terminal air conditioner (PTAC) units, including any other necessary upgrades to dehumidify the Lodge.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm's project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.
ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.

CDB PROJECT NO. 630-442-049
Department of Transportation
Repair Windows and Window Seals/Prevent Water Infiltration
Administration/Hanley Building
Springfield, Sangamon County

CDB PROJECT MANAGER: Terry Phelan

APPROPRIATED AMOUNT: $375,000
ESTIMATED TOTAL PROJECT COST: $375,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $100,000

PROJECT FEE CLASSIFICATION: Group III R

The Administration (Hanley) Building is a 277,091 square foot, four-story concrete and steel building constructed in 1965.

The scope of work provides for preventing water infiltration in to the Hanley Building, including replacing perimeter caulking between precast and aluminum window frames, applying sealant between glass and window frames, repairing precast joints and repairing or replacing windows and window components.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm's project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.
ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.

INTERVIEW LEVEL

CDB PROJECT NO. 814-010-071
Board of Higher Education
Renovate/Upgrade Jones Convocation Center
Chicago State University
Chicago, Cook County

CDB PROJECT MANAGER: Chima Uwanamodo

APPROPRIATED AMOUNT: $5,000,000
ESTIMATED TOTAL PROJECT COST: $5,000,000

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $1,000,000

PROJECT FEE CLASSIFICATION: Group II R

Chicago State University is a 1,191,992 square-foot, 16-building campus constructed in 1970. The Jones Convocation Center (JCC), named after former Senate President Emil Jones Jr. and his late wife Patricia, was officially opened in 2007 and is a multi-purpose facility with over 140,000 square feet and seating capacity of 6,000.

The scope of work provides for renovating/upgrading the Emil and Patricia A. Jones Convocation Center, including installing a full rigging truss and lifts, upgrading security, lighting and audio/visual systems, installing way finding signage, building out the concession areas, upgrading the flooring, painting and sealing the high traffic areas, the seating areas and the concrete block walls. The scope also provides for exterior door upgrades, constructing a laundry area, constructing bathrooms on the lobby level, extending the concrete block wall, tying the building systems to the campus Automated Building System (BAS) controls and for site improvements, including baseball field renovations.

Following evaluations of submittals, some firms will be invited to the interview level. During the interview process, firms will be evaluated and scored based on the following weighted criteria:

-	Experience	35%
-	Expertise	29%
-	Understanding of Scope and Content of Presentation	24%
-	MBE/FBE Inclusion for Design Team	12%

Note: A combined MBE/FBE goal of 30% is applicable to the A/E Team.

The interviews for this project are tentatively scheduled for **April 18, 2013 (per Amendment No. 2)**.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm's project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.
ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.

INTERVIEW LEVEL

CDB PROJECT NO. 814-010-078
Board of Higher Education
Renovate/Construct Child Care Center - Education Building
Chicago State University
Chicago, Cook County

CDB PROJECT MANAGER: Chima Uwanamodo

APPROPRIATED AMOUNT: $7,863,997
ESTIMATED TOTAL PROJECT COST: $7,863,997

PROFESSIONAL LIABILITY INSURANCE REQUIRED: $1,750,000

PROJECT FEE CLASSIFICATION: Group II R

Chicago State University is a 1,191,992 square-foot, 16-building campus constructed in 1970. The Education Building is a 70,995 square foot, six-story steel frame and brick building constructed in 1973.

The scope of work provides for constructing an approximately 25,000 square foot addition to the Education Building for a child care center, including constructing a playground and space for classrooms, offices, a multi-purpose cafeteria/auditorium and administrative and support areas. The scope also provides for renovating approximately 5,000 square feet in the Education Building, including upgrading the HVAC, electrical, lighting, plumbing and fire protection systems, reconfiguring interior spaces, upgrading exterior lighting, sidewalks, paving and parking and abating asbestos containing materials.

This project will be LEED certified.

Following evaluations of submittals, some firms will be invited to the interview level. During the interview process, firms will be evaluated and scored based on the following weighted criteria:

-	Experience	35%
-	Expertise	29%
-	Understanding of Scope and Content of Presentation	24%
-	MBE/FBE Inclusion for Design Team	12%

Note: A combined MBE/FBE goal of 30% is applicable to the A/E Team.

The interviews for this project are tentatively scheduled for **April 23, 2013 (per Amendment No. 2)**.

The selected firm will be notified of the time and place for the orientation meeting by the contract executive or the project manager. The meeting shall be attended by the firm's project manager, consultants and a person authorized to make scheduling and financial commitments for the firm.
ALL SUBMITTING FIRMS SHOULD INCLUDE ON THEIR TEAMS STAFF AND/OR CONSULTANTS WITH THE NECESSARY EXPERTISE TO PERFORM THE SCOPE OF SERVICES.