



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David Stoneback, Public Works Agency Director
Lara Biggs, Bureau Chief – Capital Planning / City Engineer
Stefanie Levine, Senior Project Manager

Subject: Approval of Chandler-Newberger Community Center HVAC and Electrical Improvements (RFP No. 17-08)

Date: March 27, 2017

Recommended Action:

Staff recommends City Council authorize the City Manager to execute a contract for engineering services related to the Chandler-Newberger Community Center HVAC and Electrical Improvements Project (RFP No. 17-08) with Clark Dietz, Inc. (118 S. Clinton Street, Suite 700, Chicago, IL) in the amount of \$80,965.00.

Funding Source:

Funding will be provided from the Capital Improvement Program (CIP) General Obligation Bonds as follows:

Project	Account	2017 Budget	Project Cost
Chandler HVAC Improvements	415.40.4117.62145 – 617001	\$ 75,000	\$47,943
Chandler Electrical Upgrades	415.40.4217.62145 – 617002	\$335,000	\$33,022
	415.40.4117.62145 – 617002	\$ 65,000	\$ 0
Total		\$475,000	\$80,965

Livability Benefits:

Built Environment: Enhance public spaces
Climate & Energy: Improve energy and water efficiency; Reduce greenhouse gas emissions
Health & Safety: Promote healthy, active lifestyles

Background Information:

Constructed in 1980, the Chandler-Newberger Community Center serves as an important recreation center for Evanston. The existing 12,000 square foot facility includes a gymnasium, racquetball court, multi-purpose activity room, locker rooms/restrooms and staff offices.

Since its construction, the building has undergone one major remodeling project in 1997 which modified the northernmost racquetball court into a multi-purpose room with staff offices above. Additionally, limited replacements/upgrades have occurred to the existing HVAC equipment including the replacement of one mechanical unit and the addition of an “Ice Bear” Carrier unit in 2013. Few improvements to the existing electrical system have occurred since the initial build, and the electrical service, switchgear and panels are original.

Over the past five to ten years the facility’s HVAC and electrical systems have experienced increased maintenance needs and occasional failures resulting in emergency situations. Replacement of these two critical building systems is needed at this time to ensure continued and safe operation of this important community center.

Analysis:

On January 5, 2017 the City issued a Request for Proposal for consultant services to design the improvements outlined above. On January 31, 2017 proposals were received from the following six consulting engineering firms:

Firm	Address	Cost
Bailey Edward Designs, Inc.	35 E Wacker Dr., Suite 2800, Chicago, Illinois 60601	\$145,361.02
CCJM Engineers, Ltd.	303 E. Wacker Drive, Ste. 303, Chicago, Illinois 60601	\$65,168.00
Clark Dietz, Inc.	118 S. Clinton Street, Suite 700, Chicago, Illinois 60661	\$80,965.00
dbHMS	303 W. Erie Street, Suite 510, Chicago, Illinois 60654	\$196,800.00
Dynacept Engineering, Ltd.	2250 E. Devon Ave, Suite 218, Des Plaines, Illinois 60018	\$67,000.00
Grumman/Butkus Associates	820 Davis Street, Suite 300, Chicago, Illinois 60201	\$86,200.00
Henneman Engineering, Inc.	200 S. Wacker Drive, Suite 850, Chicago, Illinois 60606	\$100,115.00
WMA Consulting Engineers, Ltd.	815 S. Wabash Ave., Chicago, Illinois 60605	\$120,000.000

Proposals were reviewed by the following staff:

- Lawrence Hemmingway, Director – Parks and Recreation, PRCS
- Robert Dorneker, Assistant Director – Parks and Recreation, PRCS
- Lara Biggs, Bureau Chief – Capital Planning / City Engineer
- JacQuera Calvert, Purchasing Specialist
- Shane Cary, Project Manager – Public Works Agency

- Sean Ciolek, Division Manager – Facilities
- Stefanie Levine, Senior Project Manager – Public Works Agency
- Kevin Wallin, Building Manager – Chandler-Newberger & Noyes

Following the initial scoring, the selection committee interviewed the two highest ranked firms, Clark Dietz, Inc. and Henneman Engineering, Inc., to confirm their understanding of the project and evaluate their overall expertise. Below is a chart indicating the revised scoring following the interviews.

Consultant	Firm Qualifications and Experience	Project Approach	Price	Organization and Completeness of Proposal	Willingness to Execute City Contract	MMW/EBE Participation	Total
Maximum Points	25	20	25	10	10	10	100
Bailey Edward Designs, Inc.	21	16	11	10	10	10	78
CCJM Engineers, Ltd.	18	15	25	5	0	10	74
Clark Dietz, Inc.	24	19	20	10	5	10	88
dbHMS	20	15	8	8	10	10	71
Dynacept Engineering, Ltd.	17	13	24	10	10	10	84
Grumman/Butkus Associates	21	15	19	9	10	10	84
Henneman Engineering, Inc.	21	16	16	10	10	10	84
WMA Consulting Engineers, Ltd.	15	10	14	9	5	10	63

Clark Dietz demonstrated a good understanding of the project issues and the potential solutions, and their team demonstrated the best experience completing similar types of projects. Therefore, staff recommends award to Clark Dietz, Inc. in the amount of \$80,965.00.

A breakdown of funding for this project is as follows:

Account Summary	
Project Funding (detailed above)	\$475,000.00
Encumbrances / expenditures to date	\$0.00
Recommended award	-\$80,965.00
Balance Remaining	\$394,035.00

A review of the project for compliance with the City's M/W/EBE program goals is attached.

Legislative History:

None

Attachments:

Memo on M/W/EBE Compliance, dated 3/27/2017



Memorandum

To: David Stoneback, Public Works Agency Director
 Lara Biggs, Bureau Chief – Capital Planning / City Engineer
 Stefanie Levine, Senior Project Manager

From: Tammi Nunez, Purchasing Manager

Subject: Chandler-Newberger Community Center HVAC and Electrical Improvements, RFP 17-08

Date: March 27, 2017

The goal of the Minority, Women and Evanston Business Enterprise Program (M/W/EBE) is to assist such businesses with opportunities to grow. In order to help ensure such growth, the City's goal is to have general contractors utilize M/W/EBEs to perform no less than 25% of the awarded contract. With regard to the recommendation for the Chandler-Newberger Community Center HVAC and Electrical Improvements, RFP 17-08, Clark Dietz, Inc. total base bid is \$80,965.00, and they will receive 25% credit for compliance towards the initial M/W/EBE goal.

Name of M/W/EBE	Scope of Work	Contract Amount	%	MBE	WBE	EBE
Delta Engineering Group 111 W. Jackson Blvd., #910 Chicago, IL 60604	Engineering Design	\$13,300.00	16.4%	X		
Elliot Dudnik & Associates 913 Wesley Ave Evanston, IL 60201	Architect	\$7,000.00	8.6%			X
Total M/W/EBE		\$20,300.00	25%			