Memorandum

To:	Honorable Mayor and Members of the City Council
CC:	Members of Administration and Public Works Committee
From:	Shane Cary, Architect/Project Manager
CC:	Edgar Cano - Public Works Agency Director; Lara Biggs - City Engineer
Subject:	Agreement with Studio AH, LLC dba HPZS for Consulting Services Related to the Ecology Center Renovation (RFP 22-51)
Date:	September 27, 2022

Recommended Action:
Staff recommends that the City Council authorize the City Manager to execute an agreement with Studio AH, LLC dba HPZS (213 W. Institute Place, Suite 502, Chicago, IL 60610) for consulting services related to the Ecology Center Renovation (RFP 22-51) in the amount of $144,500.

Funding Source:
Funding will be from the Capital Improvement Fund 2018 General Obligation Bond in the amount of $50,000, and from the 2022 General Obligation Bond in the amount of $94,500. A detailed breakdown of funding is included in the attached memo.

CARP:
Municipal Operations, Building Efficiency, Resilience Regulations

Council Action:
For Action

Summary:
The Ecology Center building was originally built in 1974 and contained a lecture room, a laboratory, storage and public restrooms. In 2001, a major addition and renovation was completed which added a multipurpose room, corridor, and vestibule to the building. Additionally, the laboratory was converted to a classroom, and the classroom was converted to offices. An extension to the classroom was completed in 2015 along with some improvements to the classroom floor. The building is now 6,200 square feet.

The building is primarily masonry and wood construction with loadbearing masonry walls and structural wood roof and floor. It has a crawl space throughout the building and building systems routed through this crawl space. The original building has a 1 ½ to 2 feet clear space with a dirt floor. The 2001 addition has a 4' clear crawl space and gravel floor. The 2015 classroom extension has a slab on grade floor construction.

The wood flooring in the original building is showing significant signs of deterioration. Areas of the subfloor in a storage room, the mechanical room, and the office are warped, and the floor of the mechanical room has rotted out requiring patching. Further investigation of this issue revealed significant deterioration in the joists supporting the floor under the mechanical room, but the crawlspace is difficult to access so a complete investigation cannot be completed by staff. The duct work in the crawlspace of the original building has significant corrosion. The dirt floor of this crawlspace occasionally has groundwater puddles and is a known habitat for rodents. The space does not have adequate access or clearance for appropriate maintenance of building systems located therein. Additionally, the main water service has a history of freezing, thus shutting down the Ecology Center until water service can be restored. A Reduced Pressure Zone backflow prevention device is located in the crawlspace, but the restricted access makes the required annual testing for this device very challenging. The restrooms are worn and in need of renovation.

A project to address the freezing of the water line and create an easier-to-access space above grade for the RPZ was scheduled to be designed Bureau of Capital Planning staff and to begin construction late in 2022. A $450,000 budget was included in the 2022 Capital Improvement Program for this purpose. The scope of this project also included improving the restrooms, renovating the office space to improve functionality and creating a new customer service desk to improve customer interactions and create a more secure environment.

In March 2022, staff became aware of the severe deterioration in mechanical room floor. Further investigation identified more deterioration in the floor in the electrical room, offices and classroom. Facilities Management staff was able to stabilize the worst areas, but have indicated this stabilization is only good for 12-18 months and that a permanent solution to replace the deteriorated elements of the floor and sub-floor support system needs to move forward quickly.

In order to identify a solution, a consultant will need to conduct a detailed investigation to locate the sources of water in the crawlspace and then make recommendations for both repairs and for improvements needed to mitigate future moisture intrusion. Unfortunately, the worst deterioration is under the two existing furnace/AC units; these will need to be removed to complete the repairs. Ductwork in the crawlspace that has experienced significant corrosion also needs to be considered for repair/replacement. Because these HVAC units are older and near the end of their useful life, staff recommends using this opportunity to decarbonize the building's heating and cooling in compliance with CARP goals for municipal operations.

Analysis:

A Request for Proposal (RFP) was issued on 07/07/22, and was advertised in the Pioneer Press and on DemandStar. On 8/9/22, the City received seven proposals as follows:

Vendor	Address	Proposal Cost
Civic Projects Architecture, LLC	6100 S Blackstone Ave Chicago, IL 60637	$131,700
Holabird & Root, LLC	140 South Dearborn Street, Suite 500 Chicago, IL 60603	$ 96,700
Kipnis Architecture + Planning	1642 Payne Street Evanston, IL 60201	$193,800
McGuire Igleski & Associates, Inc.	1330 Sherman Avenue Evanston, IL 60201	$165,800
Senga Architects, Inc.	166 W. Washington, Suite 600 Chicago, IL 60602	$500,000
Studio AH, LLC. Dba HPZS ("HPZS")	213 W Institute Place, Suite 502 Chicago, IL 60610	$144,500
The HOH Group, Inc.	623 Cooper Court Schaumburg, IL 60173	$ 75,000

The proposals were reviewed by the following staff:

- Lara Biggs, Bureau Chief of Capital Planning / City Engineer
- Michael Callahan, Parks & Recreation Assistant Director
- Shane Cary, Architect
- Matt Poole, Recreation Manager
- Linda Thomas, Purchasing Specialist
- Audrey Thompson, Parks and Recreation Director
- Pedro Ullua, Facilities Manager Supervisor

Following the initial scoring, the selection committee interviewed the three highest-ranked firms, HZPS, McGuire Igleski and Associates, and Kipnis Architects to confirm their understanding of the project and evaluate their overall expertise. Below is a chart indicating the revised scoring following the interviews.

	Qualifications	Project Approach	Price	Willingness to Execute Agreement	Completeness of Proposal	MWBE Participation	Interview	Total Score
Maximum Points	20	30	20	10	10	10	10	110
HPZS	17	26	16	10	10	89	10	99
Kipnis Architecture + Planning	17	25	12	10	10	9	8	91
McGuire Igleski & Associates	17	25	14	10	10	10	5	91
Civic Projects Group	12	14	16	10	5	10	n/a	67
The HOH Group	10	11	20	10	5	10	n/a	66
Holabird & Root	11	17	4	10	5	10	n/a	57
Senga Architects	6	8	2	10	8	9	n/a	43

HPZS demonstrated good understanding of investigating and solving the technical issues related to the water damage and subfloor system failures, as well as having experience with

net zero greenhouse gas emissions design. They have substantial experience working in municipal and educational facilities. Staff checked their references and found them to be satisfactory.

HPZS is planning to comply with the City's M/W/EBE program goals. A memo reviewing their compliance is attached.

Detailed Financial Analysis:
A funding breakdown is as follows:

Funding Source	Account No.	Available Budget	Project Cost
2018 G.O. Bonds	415.40.4118.65515 - 622003	$ 50,000	$ 50,000
2022 G.O. Bonds	415.40.4122.65515 – 622003	$400,000	$ 94,500
Total		**$450,000**	**$144,500**

Attachments:
22-51 MWEBE Memo Ecology Center Reno