



## 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 - Interim Public Works Agency Director; Lara Biggs - City Engineer  
Subject: Approval of Contract with Salas O'Brien for Noyes Cultural Arts Center HVAC Feasibility Study (RFP 22-04)  
Date: March 28, 2022

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Recommended Action:

Staff recommends the City Council authorize the City Manager to execute an agreement with Salas O'Brien (815 South Wabash Avenue, Chicago, Illinois 60605) for the Noyes Cultural Arts Center HVAC Feasibility Study (RFP 22-04) in the amount of \$185,000 to provide engineering services for the modernization of the Noyes Cultural Arts Center HVAC systems.

Funding Source:

This project will be funded from the Capital Improvement Program 2019 General Obligation Bonds (Account 415.40.4119.62145-621006) in the amount of \$100,000, and from the 2022 General Obligation Bonds (Account 415.40.4122.62145-621006) in the amount of \$85,000. A detailed financial analysis is included in the attached memo.

Council Action:

For Action

Summary:

The Noyes Cultural Arts Center is a historically significant building originally built by the local public school district as the Noyes Elementary School. Constructed in 1892, the Noyes School was the third school building built by the school district and replaced the other two buildings, which were one-room schools, one of which was located on the corner of Noyes and Ridge. The Noyes School was named for Professor Henry S. Noyes who served from 1860-1869 as Northwestern University's acting president. The school building was designed by world renowned local architect and urban planner, Daniel Burnham. There were two additions to Noyes School which were constructed in 1902 and 1949.

Due to dropping enrollment, the school district closed Noyes Street School in 1976 and leased the building to the City of Evanston. The City in turn had an agreement with the Evanston Arts Council to run the Noyes Cultural Arts Center. In the late 1970's the Evanston Arts Council completed a capital fund raising campaign for \$120,000. In 1980, District 65 sold Noyes Street School to the City of Evanston for \$1.1 million. Then the city matched the \$120,000 provided by the Evanston Arts Council to complete a \$240,000 renovation. The City continues to use the building to provide subsidized rental space for artists, sculptors, actors, and musicians.

The building's mechanical and electrical systems have not had a major renovation since 1976. Instead there have been localized renovations to repair or replace specific equipment, satisfy a specific need, or to correct a specific failure. Currently, heating is provided through a boiler, and there is no centralized air conditioning (A/C is provided in some rooms via window units). Unfortunately, the heating system is at the end of its useful life, and replacement parts for some of the equipment are no longer available. In addition, the existing system does not comply with goals set forth in the Climate Action and Resilience Plan. This study will identify the goals for the building and provide a path to accomplish them.

Analysis:

On December 23, 2021, the City issued a Request for Proposal. On January 25, 2022, the City received 2 proposals from the following consulting firms:

Consultant	Address	Proposal Price
Salas O'Brien	815 South Wabash Avenue, Chicago, Illinois 60605	\$185,000
Globetrotters Engineering Corporation	300 South Wacker Drive, Suite 400, Chicago, Illinois 60606	\$206,900

The proposal review and interview team consisted of:

- Lawrence Hemingway, Parks, Recreation, and Community Services Director
- Alexander Theis, Weekend and Evening Coordinator
- Lara Biggs, City Engineer
- Sean Ciolek, Division Manager of Facilities & Fleet Management
- Stefanie Levine, Senior Project Manager
- Shane Cary, Architect/Project Manager

The submittals for the project were reviewed based on the firm's and sub-consultants': project approach, qualifications & expertise; price completeness of proposal; M/W/EBE participation, and willingness to execute City's professional services contract. The proposals were rated and the firm responsible for the highest rated proposal was invited for an interview. Including information from the interviews, the final scoring of the proposals is as follows:

<b>Consultant</b>	<b>Qualifications &amp; Experience</b>	<b>Project Approach</b>	<b>Price</b>	<b>Organization and Completeness of Proposal</b>	<b>Willingness to Execute the City Contract</b>	<b>M/W/EBE Participation</b>	<b>Total</b>
<b>Maximum Points</b>	<b>20</b>	<b>30</b>	<b>20</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>100</b>
Salas O'Brien	19	25	16	10	10	10	90
Globetrotters Engineering Corporation	14	17	15	10	10	10	76

Staff have not previously worked with Salas O'Brien, but have worked with many of the sub-consultant's assembled by Salas O'Brien and found their work to be satisfactory. The references for Salas O'Brien were checked and found to be good.

Salas O'Brien is proposing to exceed the City's M/W/EBE goals. A memo reviewing their compliance is attached.

Detailed Financial Summary:

The following is a detailed breakdown of the funding sources:

<b>Funding Source</b>	<b>Account No.</b>	<b>Available Budget</b>	<b>Project Cost</b>
2019 G.O. Bonds	415.40.4119.62145 – 621006	\$100,000	\$100,000
2022 G.O. Bonds	415.40.4122.62145 – 621006	\$100,000	\$ 85,000
<b>Total</b>		<b>\$200,000</b>	<b>\$185,000</b>

Attachments:

[MWEBE Memo](#)



# Memorandum

To: Edgar Cano, Interim Public Works Agency Director  
 Lara Biggs, Capital Planning & Engineering Bureau Chief  
 Shane Cary, Project Manager

From: Tammi Nunez, Purchasing Manager

Subject: Noyes Cultural Arts Center Modernization Feasibility Study,  
 RFP 22-04

Date: March 28, 2022

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 Noyes Cultural Arts Center Modernization Feasibility Study, RFP 22-04 Salas O'Brien's total base bid is \$185,000.00 and they are found to be in compliance with the City's goal. They will receive credit for 31% M/W/EBE participation.

Name of M/W/EBE	Scope of Work	Contract Amount	%	MBE	WBE	EBE
Vistara Construction 728 West Jackson Blvd., Suite 526 Chicago, IL 60661	Cost Consulting	\$17,465.00	9%	X		
McGuire Iglesias & Assoc. 1330 Sherman Ave. Evanston, IL 60201	Architecture and Historic Preservation	\$17,500.00	9%		X	X
Rubinos & Mesia Engineers 200 S. Michigan Ave., Suite 1500 Chicago, IL 60604	Structural Engineering	\$5,000.00	3%	X		
BTR Engineering, LLC 104 N. Oak Park Ave. Suite 201 Oak Park, IL 60301	Engineering	\$18,000.00	10%	X		
<b>Total M/W/EBE</b>		<b>\$57,965.00</b>	<b>31%</b>			

CC: Hitesh Desai, Chief Financial Officer