



**OFFICE OF THE CHIEF PROCUREMENT OFFICER  
COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018  
CHICAGO, ILLINOIS 60602-1375  
(312) 603-5370

THIS PURCHASE ORDER NUMBER  
MUST APPEAR ON ALL PACKAGES,  
INVOICES, SHIPPING PAPERS AND  
DROP SHIPMENTS

PURCHASE ORDERED ISSUED TO  
847733  
FH Paschen SN Nielsen Associates L  
5515 N. East River Road  
Chicago IL 60656

DATE  
5/3/2016  
F.O.B. POINT

**PURCHASE ORDER NO.**  
**195100 - 000- OP**  
**REQUISITION NO.**  
00123795 07

**COOK COUNTY FEIN: 36-6006541**  
**ILLINOIS SALES TAX EXEMPT: E-9998-2013-04**  
**FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K**

**SHIP TO** Capital Planning & Policy  
69 W Washington St 30th Fl  
Chicago IL 60602-3007

**DELIVERY INSTRUCTIONS**  
CAPITAL PLANNING & POLICY  
69 W WASHINGTON - 30TH FL

DEPT NO  
760020110010 Page 1 of 2

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	<p>JOC CONSTRUCTION SERVICES AS PER CONTRACT #12-28-340 GC3 AUTHORIZED BY COUNTY BOARD ON MARCH 20, 2013 CONTRACT PERIOD: MARCH 20, 2013 TO MARCH 19, 2015 WITH 2 ONE-YEAR RENEWAL OPTIONS AMOUNT AUTHORIZED: \$3,000,000.00 *****</p> <p>BOARD ITEM #14-5138 AS AMENDED AUTHORIZED BY COUNTY BOARD ON SEPTEMBER 10, 2014 AMENDED AMOUNT: \$3,000,000.00 TOTAL REVISED AMOUNT AUTHORIZED: \$6,000,000.00 *****</p> <p>RENEWAL PER AMENDMENT #1 AMENDMENT AUTHORIZED BY OCPO ON APRIL 9, 2015 AMENDMENT PERIOD: MARCH 20, 2015 THROUGH MARCH 19, 2016 *****</p> <p>INCREASE PER AMENDMENT #2 AMENDMENT AUTHORIZED BY COUNTY BOARD ON APRIL 29, 2015 AMENDMENT AMOUNT: \$1,993,397.60 TOTAL REVISED AMOUNT: \$7,993,397.60 *****</p> <p>RENEWAL PER AMENDMENT #3 AMENDMENT AUTHORIZED BY COUNTY BOARD ON MARCH 23, 2016 AMENDMENT PERIOD: MARCH 20, 2016 THROUGH MARCH 19, 2017 *****</p> <p>WORK ORDER: 39467 PROJECT: ADULT PROBATION SWING SPACE. PROJECT MANAGER: SHEILA ATKINS WORK ORDER AMOUNT: \$116,286.25 *****</p> <p>AMOUNT ENCUMBERED ON P.O. #185138: \$11,577.88 AMOUNT ENCUMBERED ON P.O. #186182: \$451,631.40 AMOUNT ENCUMBERED ON P.O. #186190: \$157,675.07 AMOUNT ENCUMBERED ON P.O. #186561: \$18,232.17</p>	.00 JB	.0000	116,286.25	760020110010.565140.5111

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE CHIEF PROCUREMENT OFFICER

**RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)**

I hereby certify that I have received the goods/services reflected above and that the items referenced are in full conformity with the purchase order/contract.

I hereby certify that this purchase is in agreement with the requisition on file authorizing the expenditure and is properly approved.  
**CHIEF PROCUREMENT OFFICER** Date:

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*John G. N.* 3 May 2016  
✓



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00123795 07

**COOK COUNTY FEIN: 36-6006541**  
**ILLINOIS SALES TAX EXEMPT: E-9998-2013-04**  
**FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K**

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
	AMOUNT ENCUMBERED ON P.O. #187126: \$22,611.83 AMOUNT ENCUMBERED ON P.O. #186694: \$18,335.76 AMOUNT ENCUMBERED ON P.O. #188351: \$2,071,120.14 AMOUNT ENCUMBERED ON P.O. #188397: \$347,363.28 AMOUNT ENCUMBERED ON P.O. #188470: \$26,082.67 AMOUNT ENCUMBERED ON P.O. #188545: \$154,360.73 Cook County, Description AMOUNT ENCUMBERED ON P.O. #187128: \$6,378.59 AMOUNT ENCUMBERED ON P.O. #189032: \$261,988.32 AMOUNT ENCUMBERED ON P.O. #189667: \$754,270.90 AMOUNT ENCUMBERED ON P.O. #189669: \$105,040.00 AMOUNT ENCUMBERED ON P.O. #190853: \$862,592.88 AMOUNT ENCUMBERED ON P.O. #190711: \$3,839.09 AMOUNT ENCUMBERED ON P.O. #192593: \$27,450.03 AMOUNT ENCUMBERED ON P.O. #192608: \$31,480.89 ***** TOTAL PREVIOUSLY ENCUMBERED: \$5,332,031.63 AMOUNT ENCUMBERED ON THIS P.O.: \$116,286.25 TOTAL ENCUMBERED AMOUNT INCLUDING THIS P.O.: \$5,448,317.88 ***** BALANCE ON THIS P.O.				
				***** Total Order ***** 116,286.25	

# Purchase Requisition

Office of the Purchasing Agent  
Cook County of Illinois

Purchase Order Number

Requisition # 07 123795 Contract # 18-28-340-603

Buyer Number  
Bid/Sole Src Code  
Business Unit  
Internal Req Number  
Board Apr Date & Item  
Requisition Date  
Date Needed

NCR  
760020110010  
60321350  
4/20/2016  
4/20/2016

Open Date  
FH Paschen SN Nielsen Associat  
5515 N. East River Road  
Chicago IL 60656

Supplier: 847733  
CAPITAL PLANNING & POLICY  
69 W WASHINGTON - 30TH FL  
Chicago IL 60602-3007

One Time Purchase Yes No Covers Need for months. Specific Period of time thru Prior Contract No. Expiration Date Emergency No.

Line # Commodity Description Bal. on Hand Quantity UOM Est. Unit Cost Extended Cost Business Unit and Object Account

1.000	912	CONSTRUCTION SERVICES, GENERAL JOB ORDER CONTRACTING. WORK ORDER #039467.00. MAJOR PROJECT GROUP: COBICCAB RENOVATION PROJECTS. MINOR PROJECT: ADULT PROBATION SWING SPACE. PROJECT DIRECTOR: SHEILA ATKINS. 5% SYSTEM LICENSING FEE	<	>		JB	.0000	116,286.25	760020110010.565140.5111
2.000	912		<	>		JB	.0000	5,814.31	760020110010.565140.5111

195102

195101

Total of Items Ordered 122,100.56

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

CERTIFICATION  
I hereby certify that the items and/or services above are necessary to this department (or institution) and that the dept. no., account & activity numbers indicated above accurately reflect the specific line item budget appropriation approved by the Board of County Commissioners and there is a sufficient unencumbered balance in the account to grant same.

REQUISITIONER: *[Signature]*  
BUREAU or DEPARTMENT HEAD: *[Signature]*

ACCT #

DATE BY



Cook County  
 Department of Planning & Policy  
 69 W Washington  
 Chicago, IL 60602

Date: 04/19/2016

To: Cook County, Purchasing  
 118 N. Clark Rm. 1018  
 Chicago, Illinois 60602

From: Cook County Department of Capital Planning & Policy  
 69 W Washington, Floor 30  
 Chicago, IL 60602

Work Order Number: 039467.00

Location: 2610 S. California  
 Chicago, IL 60608

Work Order Title: Adult Probation Swing Space

**Notice of Proposal Acceptance (NOPA)**

If Revised:  Date: \_\_\_\_\_

Your Work Order Proposal has been accepted for the above Work as follows:

Work Order Amount:	<u>\$116,286.25</u>
Licensing Fee for The Gordian Group (5.00% of Construction)	<u>\$5,814.31</u>
Total Amount:	<u>\$122,100.56</u>
MWBE Participation:	<u>\$91,150.00</u>
Funding Source(s)	_____
Liquidated Damages:	<u>Liquidated Damages will not apply</u>

A notice to proceed will be issued which will establish the Work Order Start date and the completion date.

The CCOCPP JOC Coordinator

Requested By:

Sheila Atkins 4/19/16  
 Sheila Atkins, Project Manager  
 Cook County Department of  
 Planning and Policy  
 Date

Kevin J. Taylor 4/21/16  
 Kevin J. Taylor, Deputy Director  
 Cook County Department of  
 Capital Planning & Policy  
 Date

Serena M. O'Connell 4/21/16  
 Financial Analyst  
 Date

Approved By:

Phil Boothby 4/21/16  
 Phil Boothby, Director  
 Cook County Department of  
 Capital Planning & Policy  
 Date

Shannon E. Andrews 3 May 2016  
 Shannon E. Andrews, CPO  
 Office of Chief Procurement Officer  
 Date





Cook County  
 Department of Planning & Policy  
 69 W Washington  
 Chicago, IL 60602

Job Order Number: 039467.00

Contractor: F.H. Paschen, S.N. Nielsen & Associates  
 LLC

Job Order Name: Adult Probation Swing Space

Construction Start Date:

Construction Amount: \$116,286.25

Construction Completion Date:

**Contractor Evaluation - Project Development**

S.No.	Description	Poor	Average	Excellent	N/A	
1	Rate the Contractor's availability to visit the Project Site with the Owner	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Yes or No, did the Contractor submit the first Price Proposal on time?	<i>Yes</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Rate the quality of the first Price Proposal	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Rate the quality/timeliness of subsequent Price Proposals	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Enter the number of Price Proposals submitted for this Project	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Rate the quality/timeliness of the Contractors Final Package	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Rate the Contractor's overall performance during the Project Development phase	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Poor=1, Average=2 to 4, 5 = Excellent.

Comments: *This project moved well*

Project Director: *[Signature]*



DEPARTMENT OF CAPITAL PLANNING & POLICY

**PHILLIP R. BOOTHBY**

DIRECTOR

69 W. WASHINGTON, SUITE 3000 • CHICAGO, ILLINOIS 60602 • (312) 603-0331

April 15, 2016

**TONI PRECKWINKLE**

PRESIDENT

**Cook County Board  
of Commissioners**

RICHARD R. BOYKIN

1st District

ROBERT B. STEELE

2nd District

JERRY BUTLER

3rd District

STANLEY MOORE

4th District

DEBORAH SIMS

5th District

JOAN PATRICIA MURPHY

6th District

JESUS G. GARCIA

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9th District

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10th District

JOHN P. DALEY

11th District

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LARRY SUFFREDIN

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GREGG GOSLIN

14th District

TIMOTHY O. SCHNEIDER

15th District

JEFFREY R. TOBOLSKI

16th District

SEAN M. MORRISON

17th District

**TO:** Shannon E. Andrews, CPO  
Office of the Chief Procurement Officer

**FROM:** Sheila V. Atkins, Project Director  
Department of Capital Planning & Policy

**RE:** Adult Probation Swing Space

This memorandum serves as justification for procurement of construction services for the above project in the amount of \$116,286.25.

The cost approval has been compiled and reviewed by The Gordian Group and the Department of Capital Planning and Policy. We find the pricing to be fair and reasonable.

As part of the renovating the Adult Probation Offices located in the in the lower level of Criminal Courts Administration Building, a "swing space" or temporary office space must be built out to relocate the staff before the demolition and renovation can begin. The lower basement, below the Adult Probation office will be build out as a temporary space for staff as a portion of the proposed renovated space is taken out of service.

As time is of the essence we respectfully request the processing of this project be expedited, as this same space will be utilized for the Public Defender project. The space will not accommodate both populations; thereby this project needs to be 50% completed before the Public Defender can begin.

Should you have additional questions please contact me at (312) 603-0336.

# Job Order Contract

## APPROVED - Price Proposal Summary - CSI

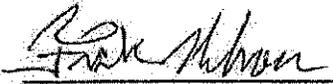
Date: April 12, 2016  
Contract Number: 12-28-340-GC.03  
Job Order Number: 039467.00  
Job Order Title: Adult Probation Swing Space  
Contractor: F.H. Paschen, S.N. Nielsen & Associates LLC  
Proposal Value: \$116,286.25  
Proposal Name: Adult Probation Swing Space

<b>01 - General Requirements:</b>	<b>\$36,846.13</b>
<b>02 - Existing Conditions:</b>	<b>\$26,199.74</b>
<b>06 - Wood, Plastic, and Composites:</b>	<b>\$130.59</b>
<b>08 - Openings:</b>	<b>\$2,333.47</b>
<b>09 - Finishes:</b>	<b>\$42,505.18</b>
<b>10 - Specialties:</b>	<b>\$867.59</b>
<b>16 - Electrical:</b>	<b>\$7,403.55</b>
<b>Proposal Total</b>	<b>\$116,286.25</b>

This proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percent of NPP on this Proposal: 6.37%

  
Sheila Atkins, Project Director  
Date: 4/15/16

  
Frank Nelson, Project Manager  
Date: 4/14/16

# Job Order Contract

## APPROVED - Price Proposal Detail - CSI

**Date:** April 12, 2016  
**Contract Number:** 12-28-340-GC.03  
**Job Order Number:** 039467.00  
**Job Order Title:** Adult Probation Swing Space  
**Contractor:** F.H. Paschen, S.N. Nielsen & Associates LLC  
**Proposal Value:** \$116,286.25  
**Proposal Name:** Adult Probation Swing Space  
**Adjustment Factor(s) Used:** 0.9145-Option 2 - Normal Working Hours (3/20/15 to 3/19/16), 1.0000-No Adjustment, 1.0500-Option 2 - Non Pre-priced (3/20/15 to 3/19/16)

Rec#	CSI Number	Mod.	UOM	Description	Line Total
<b>01 - General Requirements</b>					

1	01 22 16 00 0002	EA		Reimbursable Fees Reimbursable fees will be paid to the contractor for the Lump Sum cost, without mark-up, for which a receipt or bill is received. The Adjustment Factor applied to Reimbursable Fees will be 1.0000. The base cost of the Reimbursable Fee is \$1.00. The quantity used will adjust the base cost to the actual Reimbursable Fee (e.g. quantity of 125 = \$125.00 Reimbursable Fee). If there are multiple Reimbursable Fees, each one shall be listed separately with a comment in the "note" block to identify the Reimbursable Fees (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt shall be included with the Proposal.	\$11,650.00
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	Quantity		Unit Price		Factor		Total
Installation	11,650.00	x	\$1.00	x	1.0000	=	\$11,650.00

User Note: RADA Architect Services.

**Category1: Professional Services**

2	01 74 13 00 0003	CY		Collect Existing Debris And Load Into Truck Or Dumpster Per CY of debris removed.	\$13,251.84
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	Quantity		Unit Price		Factor		Total
Installation	680.00	x	\$21.31	x	0.9145	=	\$13,251.84

User Note: Collect existing debris from demo and load into dumpsters. 6228 SF of wall demo x 2 (both sides) / 30 SF/CY (3LF x 10 ft high = 30 SF = 1 CY in standard buggy) = 415 CY + 52 CY for flooring + 3 CY for glazing + 116 CY for lighting (464 fixtures / 4 per CY) + 59 CY for new lights (475 boxes / 8 boxes per cy) + 25 cy for ceiling tile and grid (24,279sf / 36 sf = 645 / 27 cy = 25 cy) + 10 cy for casework.

**Category1: Demolition**

3	01 74 19 00 0016	EA		30 CY Dumpster (4 Ton) "Construction Debris" Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$11,944.29
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	Quantity		Unit Price		Factor		Total
Installation	23.00	x	\$567.87	x	0.9145	=	\$11,944.29

User Note: Dumpsters for demo debris and miscellaneous construction debris including boxes for light fixtures. Total expected debris = 680 cy (per haul off quantity) / 30cy/dumpster = 23

**Category1: Demolition**

**Subtotal for 01 - General Requirements: \$36,846.13**

<b>02 - Existing Conditions</b>					
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4	02 41 19 16 0010	SF		Scarify Floor	\$8,771.49
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	Quantity		Unit Price		Factor		Total
Installation	6,269.00	x	\$1.53	x	0.9145	=	\$8,771.49

User Note: scarify sub-flooring as needed for installation of new flooring.

**Category1: Demolition**

Price Proposal Detail - CSI Continues..

Job Order Number:

Job Order Title:

Rec#	CSI Number	Mod.	UOM	Description	Line Total
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**02 - Existing Conditions**

5	02 41 19 16 0050		SF	Demo Wood Or Metal Framed Interior Partition/Wall With Drywall 2 Sides	\$17,428.25		
				Quantity	Unit Price	Factor	Total
			Installation	6,228.00 x	\$3.06 x	0.9145 =	\$17,428.25

User Note: Demo of existing walls per drawings.

Category1: Demolition

**Subtotal for 02 - Existing Conditions: \$26,199.74**

**06 - Wood, Plastic, and Composites**

6	06 65 00 00 0036		LF	5/8" x 3-1/2" Chair Rail, Plastic Molding	\$130.59		
				Quantity	Unit Price	Factor	Total
			Installation	0.00 x	\$5.98 x	0.9145 =	\$0.00
			Demolition	85.00 x	\$1.68 x	0.9145 =	\$130.59

User Note: Remove existing chair rail in reception/waiting room

Category1: Demolition

**Subtotal for 06 - Wood, Plastic, and Composites: \$130.59**

**08 - Openings**

7	08 12 13 13 0052		EA	3'-6" x >7'-2" Through 9' x 5-3/4" Deep Metal Door Frame, 16 Gauge	\$843.26		
				Quantity	Unit Price	Factor	Total
			Installation	0.00 x	\$326.90 x	0.9145 =	\$0.00
			Demolition	10.00 x	\$92.21 x	0.9145 =	\$843.26

User Note: Remove door frames per drawings

Category1: Demolition

8	08 13 13 13 0151		EA	3'-6" x 8' x 1-3/4" 16 Gauge Metal Door (Unrated)	\$479.11		
				Quantity	Unit Price	Factor	Total
			Installation	0.00 x	\$646.86 x	0.9145 =	\$0.00
			Demolition	10.00 x	\$52.39 x	0.9145 =	\$479.11

User Note: Remove and dispose existing doors per drawings.

Category1: Demolition

9	08 41 13 00 0003		EA	3'-6" x 7' x 1-3/4" Medium Stile, Aluminum Framed Entrance Doors Including Glazing, Trim And Hardware (Special-Lite SL-14)	\$613.57		
				Quantity	Unit Price	Factor	Total
			Installation	0.00 x	\$2,691.59 x	0.9145 =	\$0.00
			Demolition	1.00 x	\$670.99 x	0.9145 =	\$613.57

User Note: Remove door from all glass wall and dispose in dumpster.

Category1: Demolition

10	08 43 13 00 0002		SF	Aluminum Storefront Framing	\$397.53		
				Quantity	Unit Price	Factor	Total
			Installation	0.00 x	\$16.21 x	0.9145 =	\$0.00
			Demolition	90.00 x	\$4.83 x	0.9145 =	\$397.53

User Note: Demo all glass partition per drawings.

Category1: Demolition

**Subtotal for 08 - Openings: \$2,333.47**

**09 - Finishes**

Price Proposal Detail - CSI Continues..

Job Order Number:  
Job Order Title:

Rec#	CSI Number	Mod.	UOM	Description	Line Total
<b>09 - Finishes</b>					

11	09 51 13 00 0005		SF	2' x 2' x 3/4" Fiberglass Acoustical Ceiling Panel	\$9,325.32
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	Quantity	Unit Price	Factor	Total
Installation	0.00 x	\$3.34 x	0.9145 =	\$0.00
Demolition	24,279.00 x	\$0.42 x	0.9145 =	\$9,325.32

User Note: Demo existing ceiling tiles per addendum 1.

Category1: Demolition

12	09 53 23 00 0004		SF	2' x 2' Grid, 15/16" T Bar Ceiling Suspension System	\$9,325.32
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	Quantity	Unit Price	Factor	Total
Installation	0.00 x	\$2.56 x	0.9145 =	\$0.00
Demolition	24,279.00 x	\$0.42 x	0.9145 =	\$9,325.32

User Note: Demo existing ceiling tile grid per addendum 1.

Category1: Demolition

13	09 65 13 13 0004		LF	4" High, 1/8" Rubber Base, Group 2 All (Except White)	\$795.45
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	Quantity	Unit Price	Factor	Total
Installation	0.00 x	\$2.95 x	0.9145 =	\$0.00
Demolition	798.00 x	\$1.09 x	0.9145 =	\$795.45

User Note: Demo existing base for new flooring.

Category1: Demolition

14	09 65 19 00 0004		SF	1/8" Thick, Class 1 Type A, Homogeneous, Solid Vinyl Tile (SVT) (Tarkett® Azrock® Karim Kolors)	\$23,059.09
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	Quantity	Unit Price	Factor	Total
Installation	0.00 x	\$6.50 x	0.9145 =	\$0.00
Demolition	23,133.00 x	\$1.09 x	0.9145 =	\$23,059.09

User Note: Remove existing vct tiles as required to install new vct.

Category1: Demolition

**Subtotal for 09 - Finishes: \$42,505.18**

**10 - Specialties**

15	10 14 23 00 0074		EA	Remove And Reinstall Building Signage, > 12 SF To 20 SF	\$867.59
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	Quantity	Unit Price	Factor	Total
Installation	5.00 x	\$189.74 x	0.9145 =	\$867.59

User Note: Remove and reinstall building signage per drawings.

Category1: Demolition

**Subtotal for 10 - Specialties: \$867.59**

**16 - Electrical**

16	16000 0000		LS	Cisco Network LAN Switch	\$7,403.55
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NPP Task	Quantity	Unit Price	Factor	Total
Installation	1.00 x	\$7,051.00 x	1.0500 =	\$7,403.55

User Note: Provide only 1 CAT 3850 48PT POE LAN BASE, 1 SMARTNET 8x5xNBD Catalyst 3850 48 PT POE, 1 CTO 715W AC Config, 1 secondary power supply, 1 CAT 3850 4X1 GE NTWK MOD, and 1 cisco CORE 1000base-T SFP.

Category1: Networking

**Subtotal for 16 - Electrical: \$7,403.55**

Price Proposal Detail - CSI Continues..

Job Order Number:

Job Order Title:

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Proposal Total

**\$116,286.25**

This proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

The Percent of NPP on this Proposal:           6.37%



Cook County  
 Department of Planning & Policy  
 69 W Washington  
 Chicago, IL 60602

**Job Order Contract**

**Cook County Office of Planning & Policy**

**Contractor:** F.H. Paschen, S.N. Nielsen & Associates LLC

**Work Order Number:** 039467.00

**Date:** 12 April 2016

**Work Order Title:** Adult Probation Swing Space

<b>Detailed Scope of Work</b>		
Project Scope Status:	<input type="checkbox"/> Preliminary	<input type="checkbox"/> Revised
	<input checked="" type="checkbox"/> Final	

04/15/2016

Following is the scope of work for the above Project Number. All requirements necessary to accomplish the work tasks set forth below shall be considered part of this scope of work.

Demo existing adult probation space per drawings. Provide professional service for drawings and engineering.

**Brief Scope of Work:**

Construct a swing space for adult probation

**Specific Submittals Required:**

Sketches and Drawings:

Material Submittals:

**Scheduling Requirements:**

Price Proposal Due Date:

Estimated Construction Start: No Date Input

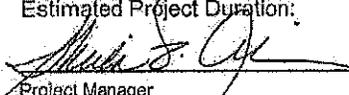
Estimated Construction Completion: No Date Input

Special Conditions: Liquidated Damages will not apply

**Special Instructions:**

**Comments:**

Estimated Project Duration: 3 Weeks

  
 Project Manager  
 Date: 4/16/15

  
 F.H. Paschen, S.N. Nielsen & Associates LLC  
 Date: 4/12/16

\* To be signed by Contractor if Final Scope of Work



## Addendum No. 1

Date of Addendum:	February 1, 2016
Project:	CCAB LL1 – Adult Probation Renovation
RADA Project No:	H-66

This addendum forms a part of the Contract Documents for the above named project. The items listed herein modify the original Issue for Bid Documents dated 12/16/2015

**A. ADDENDUM #1, 01/28/16, hereby revises the Bid Documents issued on 12/16/15 :**

**1. Architectural Drawings**

**A201:** Add demolition of existing 5 foot ceiling panels and ceiling mounted light fixtures in project scope area. Install new 2 foot by 2 foot suspended ceiling grid within existing 5x5 ceiling grid to match new ceiling layout in project scope area. Install 2x2 acoustical ceiling tiles and 2x2 light fixtures to match new ceilings in project scope area.

**A203:** Add installation of 12x12 VCT flooring tiles previously noted to be installed "by County" within project scope area only.

**A301:** Add stainless steel guardrail at plastic laminate "portals" in Mail Room LL71 and at Corridor LL60.

**A302:** Add chair rail and bulletin boards on north elevation of Break Room LL47. Remove and salvage existing bulletin boards and display cases for reinstallation by the contractor. Provide blocking, nailers, or cleats as required for installation of bulletin boards.

**2. MEP Scope (Drawings to be provided in Addendum #2)**

1. Provide all conduit including within workstations for electrical as required by City of Chicago.
2. Pull electrical wires to bottom of columns adjacent to workstations. Provide enough extra wire to be pulled by the County through the furniture to all outlet locations.
3. Provide special lighting, pull all electrical wires and install electrical outlets, with the exception of pulling wires and installing electrical outlets in the furniture systems, which will be provided by the County.
4. Provide 2'-0" x 2'-0" plenum return air grilles (Titus PAR or equal) spaced 20'-0" on center throughout.
5. Provide new sprinkler heads throughout renovated ceiling space. Sprinklers shall match the existing make/model and shall be spaced to match the current sprinkler density. Locate sprinklers in center of ceiling tiles.
6. Remove existing lighting fixtures.
7. Provide new 2'x2' lighting fixtures for normal and emergency lighting. Connect into normal and emergency circuits.
8. Provide new lighting controls for normal lighting.



9. Low voltage and data outlets are to be installed by the County and furnished by Contractor from a list by County Telecom that is included in the bid documents.
10. Coordinate quantity and location of ceiling mounted fire alarm devices with new ceiling and devices.
11. Relocate 3 (three) electrical outlets (drawings to be provided in Addendum#2).
12. Provide 5 (five) additional data outlets (drawings to be provided in Addendum#2).

**3. County Scope**

1. Pull electrical wires and data cables within the furniture systems.
2. Install electrical and data outlets in the furniture systems. Furniture back boxes and cover plates will be provided by the Interior Investments, the furniture vendor.
3. Pull all low voltage and data cable through conduit provided by the Contractor.
4. Low voltage and data outlets are to be installed by the County and furnished by Contractor from a list by County Telecom that is included in the bid documents.

END OF ADDENDUM NO. 1

**Attachments:**

- Drawing A301 – Addendum #1, dated 01/19/16**
- Drawing A302 – Addendum #1, dated 01/19/16**

**Cc:**

**RADA Architects Ltd**

COOK COUNTY  
CRIMINAL COURTS  
ADMINISTRATION  
BUILDING

**rada**  
ARCHITECTS  
312.581.1870  
312.581.1870  
312.581.1870  
312.581.1870  
312.581.1870  
312.581.1870

GENERAL NOTES

PROJECT: LOWER LEVEL 1 - PROBATION RENOVATION  
2805 S CAMPBELL AVE  
CHICAGO, IL 60608

ENLARGED PLANS AND INTERIOR ELEVATIONS

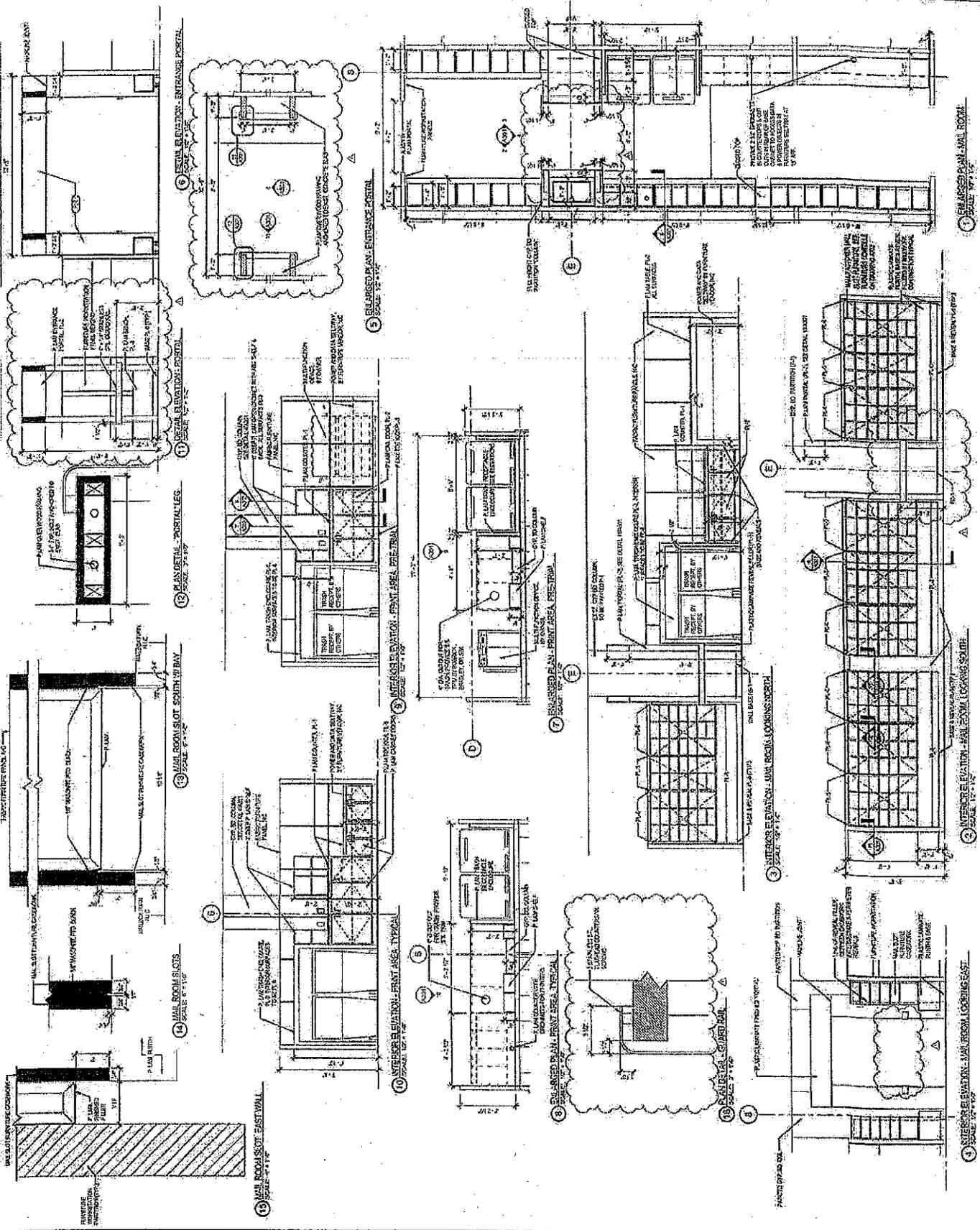
DATE: 11/14/14  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: AS SHOWN

PROJECT NO: A301

LOWER LEVEL 1 - PROBATION RENOVATION  
2805 S CAMPBELL AVE  
CHICAGO, IL 60608

ENLARGED PLANS AND INTERIOR ELEVATIONS

PROJECT NO: A301





COOK COUNTY  
CRIMINAL COURTS  
ADMINISTRATION  
BUILDING

**rada**  
architects  
210 S. PULASKI ST.  
CHICAGO, IL 60604  
TEL: 312.467.1270  
WWW.RADARCHITECTS.COM  
RADA ARCHITECTS, INC.  
200 N. LA SALLE ST., SUITE 1000  
CHICAGO, IL 60610

GENERAL NOTES

NO.	DESCRIPTION
1	SEE PLAN
2	SEE PLAN
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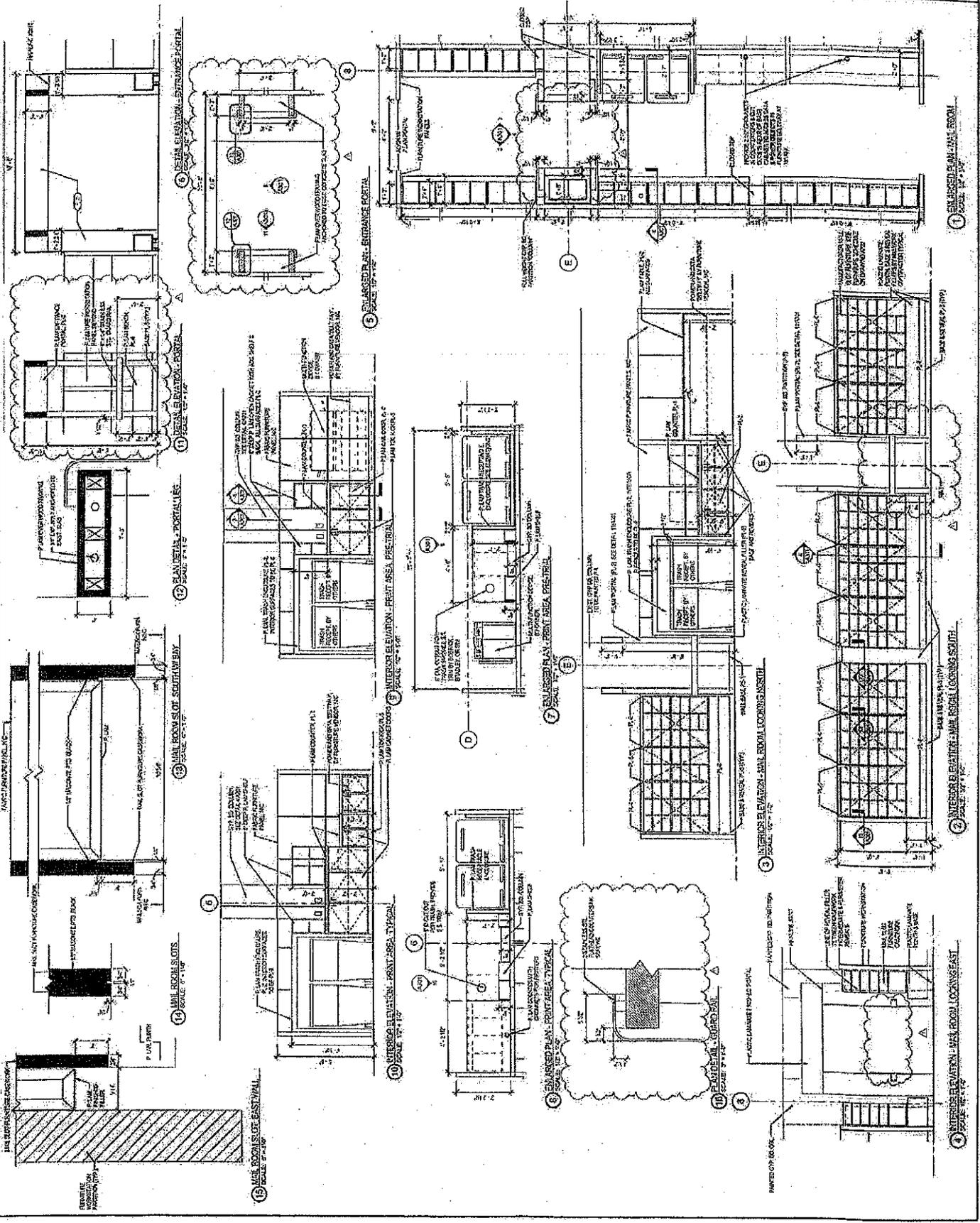
PROJECT NAME  
**LOWER LEVEL PROBATION RENOVATION**  
300 S. CHICAGO ST. CHICAGO, IL 60604

DATE  
10/20/11

SCALE  
AS SHOWN

ENLARGED PLANS AND INTERIOR ELEVATIONS

**A301**



COOK COUNTY

CRIMINAL COURTS  
ADMINISTRATION  
BUILDING

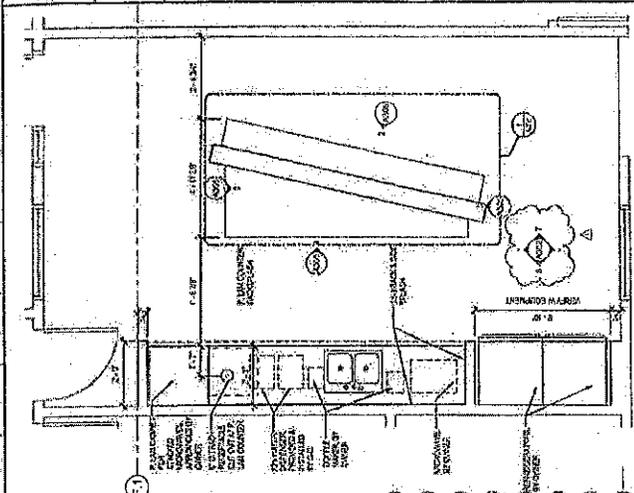
**rada**  
architects  
s c b e d e s i g n  
312.467.9972  
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GENERAL NOTES

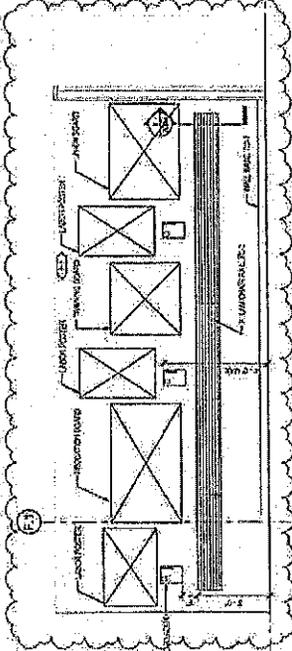
LOWER LEVEL 1 -  
PROBATION RENOVATION  
3805 CALPURNIA  
CHICAGO, IL 60608

ENLARGED PLANS  
AND INTERIOR  
ELEVATIONS

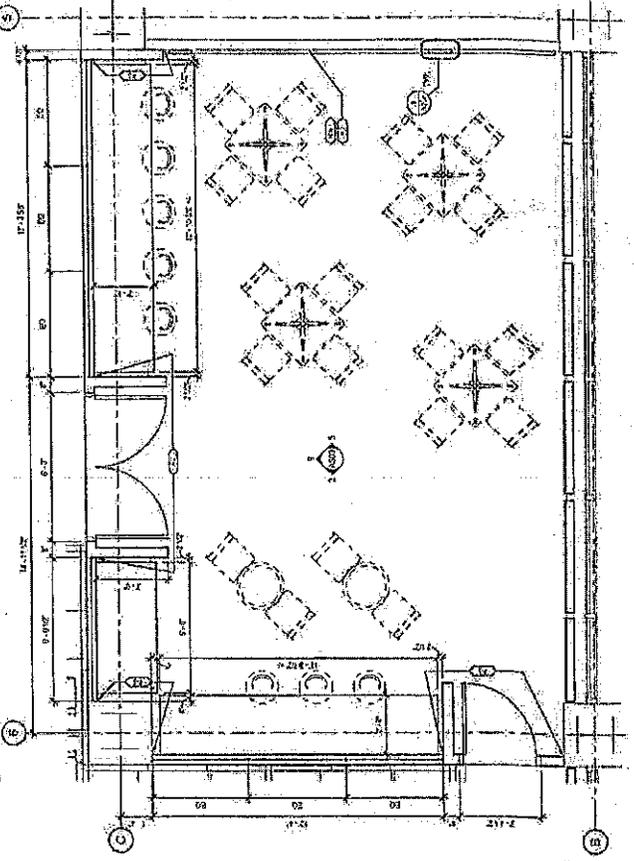
A302



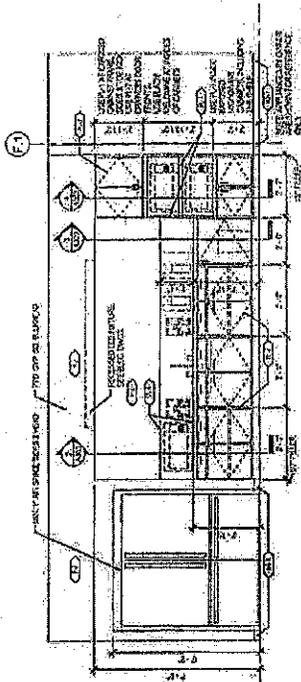
6 ENLARGED PLAN - BREAK ROOM  
SCALE: 1/8" = 1'-0"



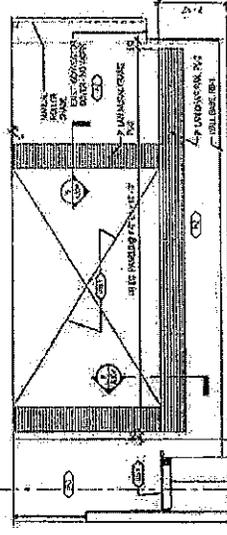
7 INTERIOR ELEVATION - BREAK ROOM LOOKING NORTH  
SCALE: 1/8" = 1'-0"



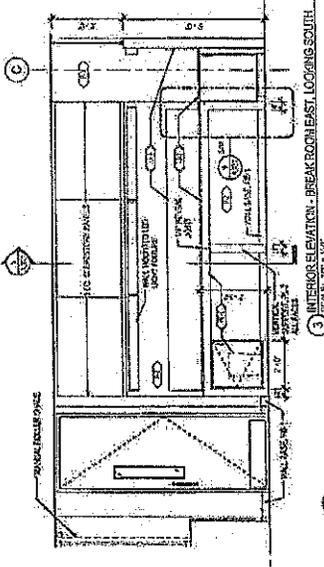
4 ENLARGED PLAN - BREAK ROOM EAST  
SCALE: 1/8" = 1'-0"



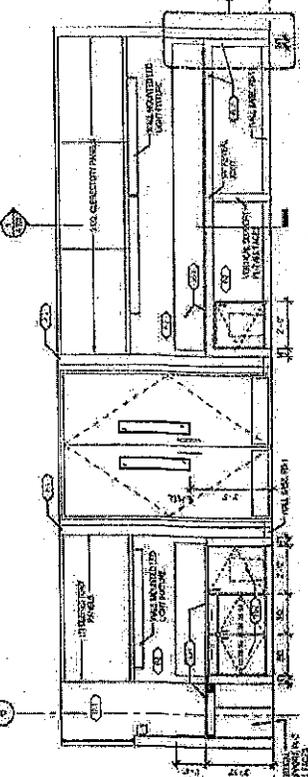
5 INTERIOR ELEVATION - BREAK ROOM LOOKING SOUTH  
SCALE: 1/8" = 1'-0"



5 INTERIOR ELEVATION - BREAK ROOM EAST LOOKING NORTH  
SCALE: 1/8" = 1'-0"

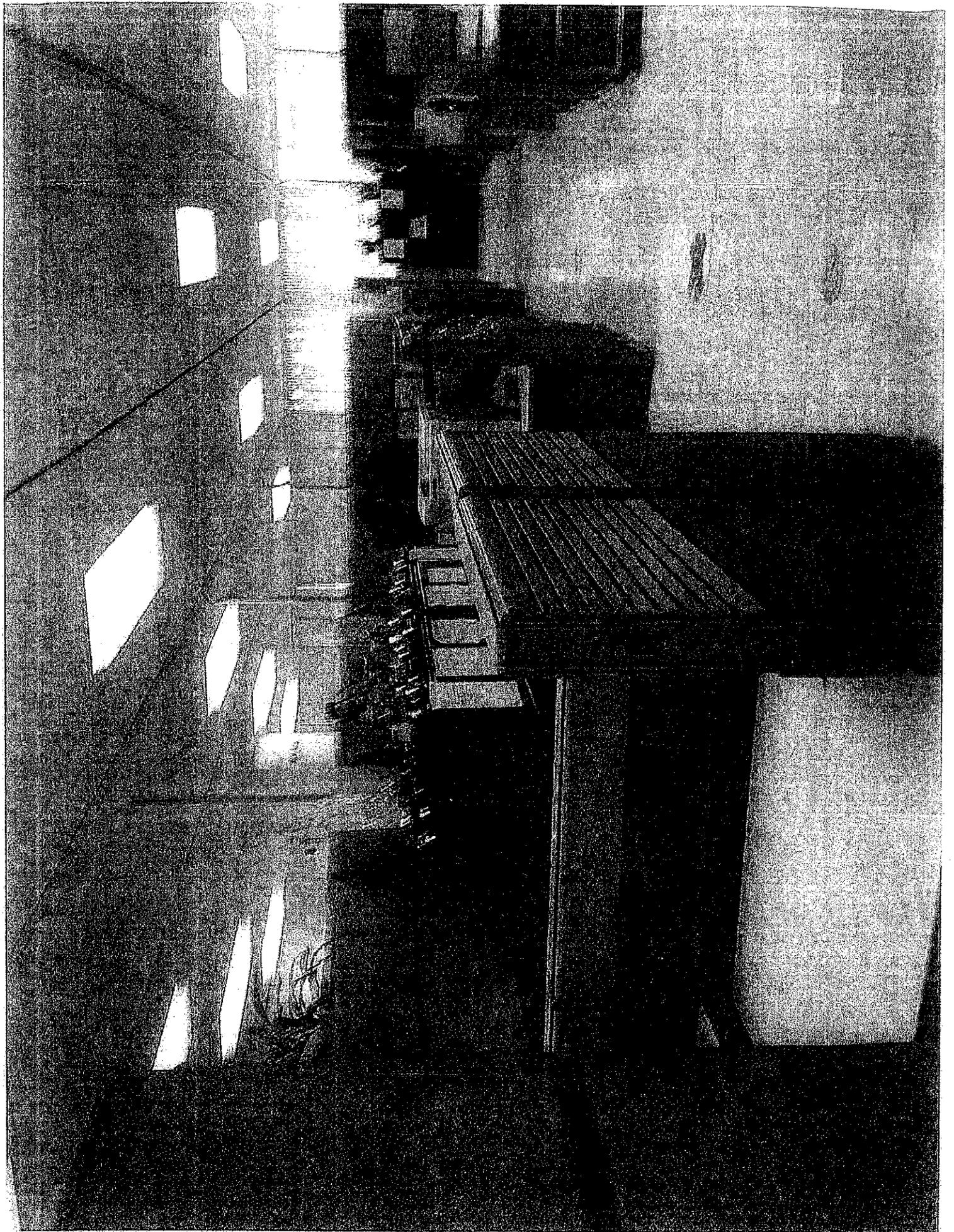


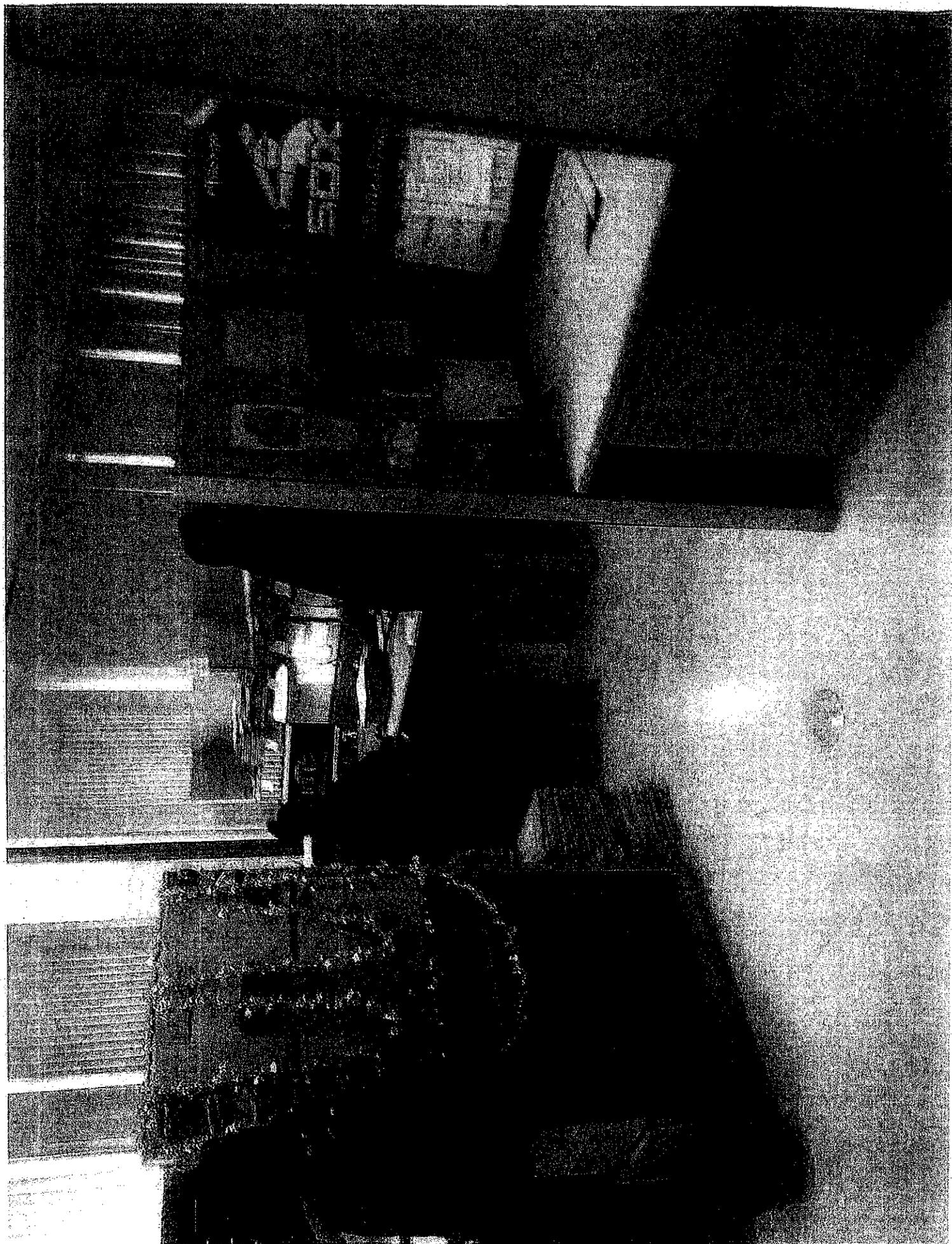
3 INTERIOR ELEVATION - BREAK ROOM EAST LOOKING EAST  
SCALE: 1/8" = 1'-0"

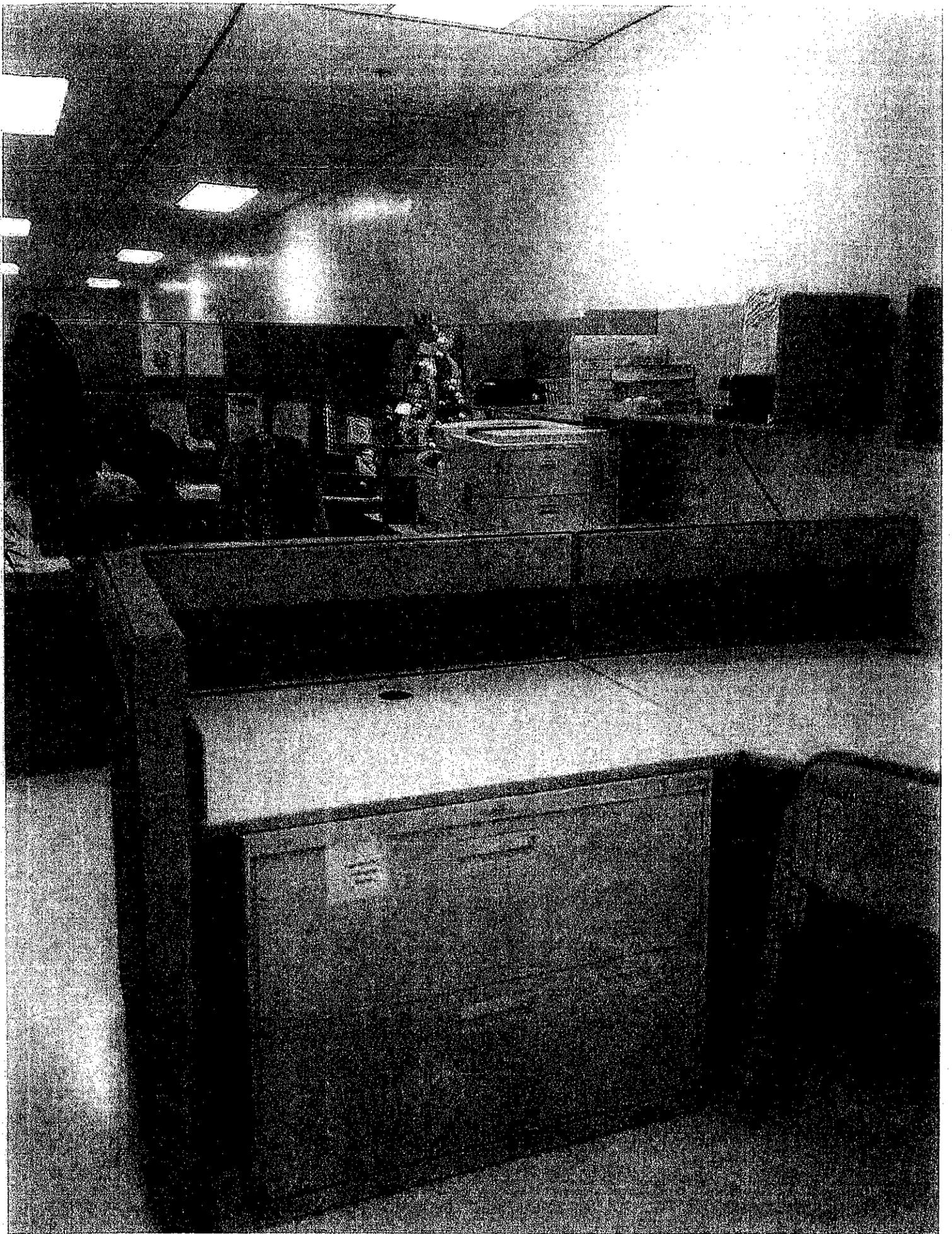


2 INTERIOR ELEVATION - BREAK ROOM EAST LOOKING WEST  
SCALE: 1/8" = 1'-0"









Work Order Number: 039467.00  
 Work Order Title: Adult Probation Swing Space

Contractor: Cook County - F.H. Paschen  
 Date: April 13, 2016

**Subcontractor and M/WBE Estimate**

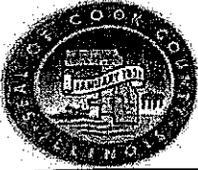
Following is the proposed list of minority owned, woman owned and non-minority subcontractors and material suppliers proposed for the above Work Order. This estimate is submitted with our final Work Order Proposal in the amount of \$116,286.25.

Contractor	Duties	Trade	M/W/SBE Status	Total \$	M/W/SBE \$	% of Project
Galaxy Environmental		S	M	\$79,500.00	\$79,500.00	68.37%
RADA Architects, Ltd.		S	W	\$11,650.00	\$11,650.00	10.02%
				<b>\$91,150.00</b>	<b>\$91,150.00</b>	<b>78.38%</b>

Trades - S: Subcontractor; M: Material Supplier  
 M/WBE's - M: Minority; W: Women; N: Non M/WBE

<b>Total MBE Subcontractor Participation Scheduled</b>	\$79,500.00	68.37%		<b>MBE Total</b>
<b>Total MBE Supplier Participation Scheduled</b>	\$0.00	0.00%		
<b>Total WBE Subcontractor Participation Scheduled</b>	\$11,650.00	10.02%		<b>WBE Total</b>
<b>Total WBE Supplier Participation Scheduled</b>	\$0.00	0.00%		
<b>Total M/WBE Participation Scheduled</b>	<b>\$91,150.00</b>	<b>78.38%</b>		

(Contractor) Project Manager



Cook County  
Office of Planning & Policy  
69 W Washington  
Chicago, IL 60602

Date: April 13, 2016

Sub-Order Total: \$116,286.25

## Disclosure of Retained Parties

### A. Definitions and Disclosure Requirements:

1. As used herein, the term "Contractor" means a person or entity who has any contract lease with the County of Cook.
2. Pursant to Executive Order 97-1, every city contract and lease must be accompanied by a disclosure statement Providing certain information and attorneys, lobbyists, accountants, consultants, subcontractors ,and other persons
3. The Contractor is not required to disclose employees who are paid solely through the Contractor's regular payroll.
4. "Lobbyist" means any person (a) who for compensation or on behalf of any person other than himself undertakes to influence any legislative or administration action, or (b) any part or whose duties as an employee of another Includes undertaking to influence any legislative or administrative action.

### B. Certification

Contractor hereby certifies as follows:

1. This Disclosure relates to the following transaction:
2. Project name: 039467.00 Adult Probation Swing Space
3. Name of Contractor: Cook County - F.H. Paschen

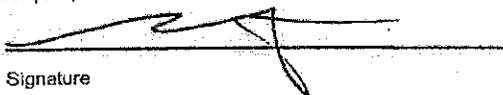
EACH AND EVERY attorney, lobbyist, accountant, consultant, subcontractor, or other person retained or anticipated to be retained by the Contractor with respect to or in connection with the contract or lease is listed below (attach additional pages if necessary):

Name	BUSINESS ADDRESS	MBE WBE or Non	RelationShip (attorney, lobbyist, subcontractor, etc.)	FEE (Indicate whether paid or estimated) \$
Galaxy Environmental		MBE	Subcontractor	\$79,500.00 Est.
RADA Architects, Ltd.		WBE	Subcontractor	\$11,650.00 Est.

CHECK HERE IF NO SUCH PERSONS HAVE BEEN RETAINED OR ARE ANTICIPATED TO BE RETAINED \_\_\_\_\_

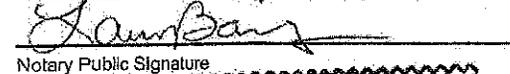
4. The Contractor Understands and agrees that the city may rely on the information provided herein and that providing any false incomplete or inaccuracy information shall constitute default under the contract and may result in termination of the contract or lease
5. The Contractor understands and agrees that in any case in which the Contractor is uncertain whether a disclosure is required under the Executive order, the Contractor must either ask the city whether disclosure is required or make the disclosure.

Under the Penalties of perjury, I certify that I am authorized to execute this Disclosure on behalf of the Contractor that the information disclosed herein is true and complete, and that no relevant information has been withheld.

  
Signature

Anthony Izzi  
Name (Type or Print)

Subscribed and sworn to before me  
this 14th day of April 2016

  
Notary Public Signature



4/14/16  
Date  
General Manager  
Title

**MBE/WBE UTILIZATION PLAN - FORM 1**

BIDDER/PROPOSER HEREBY STATES that all MBE/WBE firms included in this Plan are certified MBEs/WBEs by at least one of the entities listed in the General Conditions - Section 19.

**I. BIDDER/PROPOSER MBE/WBE STATUS: (check the appropriate line)**

- Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of current Letter of Certification)
- Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs. (If so, attach copies of Letter(s) of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the Joint Venture and a completed Joint Venture Affidavit - available online at [www.cookcountylil.gov/contractcompliance](http://www.cookcountylil.gov/contractcompliance))
- Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either directly or indirectly in the performance of the Contract. (If so, complete Sections II below and the Letter(s) of Intent - Form 2).

**II.  Direct Participation of MBE/WBE Firms       Indirect Participation of MBE/WBE Firms**

**NOTE: Where goals have not been achieved through direct participation, Bidder/Proposer shall include documentation outlining efforts to achieve Direct Participation at the time of Bid/Proposal submission. Indirect Participation will only be considered after all efforts to achieve Direct Participation have been exhausted. Only after written documentation of Good Faith Efforts is received will Indirect Participation be considered.**

MBEs/WBEs that will perform as subcontractors/suppliers/consultants include the following:

MBE/WBE Firm: Galaxy Environmental, Inc.  
Address: 3565 N. Milwaukee Ave, Chicago, IL 60641  
E-mail: galaxyenviro@aol.com  
Contact Person: George Salinas Phone: 773-427-2980  
Dollar Amount Participation: \$ 79,500  
Percent Amount of Participation: 68.37 %  
\*Letter of Intent attached? Yes  No   
\*Current Letter of Certification attached? Yes  No

MBE/WBE Firm: RADA Architects, Ltd.  
Address: 233 N. Michigan Ave., Ste 2320, Chicago, IL 60601  
E-mail: rada@rada-arch.com  
Contact Person: Radosveta Doytcheva Phone: 312-856-1970  
Dollar Amount Participation: \$ 11,650  
Percent Amount of Participation: 10.02 %  
\*Letter of Intent attached? Yes  No   
\*Current Letter of Certification attached? Yes  No

*Attach additional sheets as needed.*

**\* Letter(s) of Intent and current Letters of Certification must be submitted at the time of bid.**

MBE/WBE LETTER OF INTENT - FORM 2

M/WBE Firm: Galaxy Environmental, Inc.

Certifying Agency: City of Chicago

Contact Person: Michael Chagoya

Certification Expiration Date: 7/01/2018

Address: 3565 North Milwaukee Avenue

Ethnicity: Hispanic

City/State: Chicago, Illinois Zip: 60641

Bid/Proposal/Contract #: \_\_\_\_\_

Phone: 773.427.2980 Fax: 773.427.2985

FEIN #: 36-4233423

Email: galaxyenviro@aol.com

Participation:  Direct  Indirect

Will the M/WBE firm be subcontracting any of the goods or services of this contract to another firm?

No  Yes - Please attach explanation. Proposed Subcontractor(s): N/A

The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract: *(If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)*

Demolition Services

Indicate the Dollar Amount, Percentage, and the Terms of Payment for the above-described Commodities/ Services:

\$ 79,500.00

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement for the above work, conditioned upon (1) the Bidder/Proposer's receipt of a signed contract from the County of Cook; (2) Undersigned Subcontractor remaining compliant with all relevant credentials, codes, ordinances and statutes required by Contractor, Cook County, and the State to participate as a MBE/WBE firm for the above work. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/ Supply and Fee/Cost were completed.

Signature (M/WBE)

Michael Chagoya  
Print Name

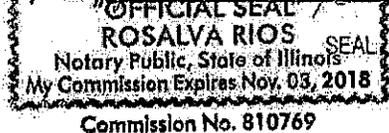
Galaxy Environmental, Inc.  
Firm Name

April 5, 2016  
Date

Subscribed and sworn before me

this 5th day of April, 2016

Notary Public Rosalva Rios



Signature (Prime Bidder/Proposer)

Anthony F. Paschen  
Print Name

F. H. Paschen  
Firm Name

4/14/16  
Date

Subscribed and sworn before me

this 14 day of April, 2016

Notary Public Lauren Bailey





DEPARTMENT OF PROCUREMENT SERVICES

CITY OF CHICAGO

JUL 16 2013

George Salinas  
Galaxy Environmental  
3565 N. Milwaukee Ave  
Chicago, IL 60641

Dear Mr. Salinas:

We are pleased to inform you that Galaxy Environmental, Inc. has been re-certified as a **Minority Business Enterprise ("MBE")** by the City of Chicago ("City"). This (MBE) certification is valid until **July 1, 2018**; however your firm's certification must be re-validated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification during the five-year period stated above, you must file an annual No-Change Affidavit. Your firm's **annual No-Change Affidavit** is due by **07/01/2014, 07/01/2015, 07/01/2016, 07/01/2017**. Please remember, you have an affirmative duty to file your **No-Change Affidavit 60 days** prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's five year certification will expire on **07/01/2018**. You have an affirmative duty to file for recertification **60 days** prior to the date of the five year anniversary date. Therefore, you must file for recertification by **05/01/2018**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims", of the Municipal Code of Chicago.

Please note - you shall be deemed to have had your certification lapse and will be ineligible to participate as a **MBE** if you fail to:

JS  
D.W.

- File your annual No-Change Affidavit within the required time period;
- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification **within 10 days** of such change; or
- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the City's Inspector General at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining, a contract with the City by falsely representing the individual or entity, or the individual or entity assisted, is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months or a fine of not less than \$5,000 and not more than \$10,000 or both.

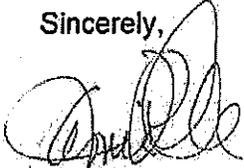
Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

**NAICS Code – 562910 – Remediation Services**  
**NAICS Code – 238910 – Site Preparation Contractors**  
**NAICS Code – 238990 – All Other Specialty Trade Contractors**  
**NAICS Code – 562111 – Solid Waste Collection**  
**NAICS Code – 561730 – Landscaping Services**

Your firm's participation on City contracts will be credited only toward **Minority Business Enterprise** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Minority and Women-Owned Business Enterprise (MBE/WBE) Program.

Sincerely,



Jamie L. Rhee  
Chief Procurement Officer

JLR/jea

## Certification: View


[Certification List](#)
[Add Date Alert](#)

### Vendor Information

Business Name	Galaxy Environmental, Inc.
VendorID	20061170
Primary Owner's Name	George Salinas
Ethnic Group	Hispanic/Latino
Gender	Male

### Certification Information

Certifying Agency	City of Chicago
Certification Type	MBE - Minority Business Enterprise
Effective Date	8/11/2015
Renewal/Anniversary Date	7/1/2016

### Contact Information

Main Company Email	galaxyenviro@aol.com
Main Phone	773-427-2980
Main Fax	773-427-2982
Internet Web Page	<a href="http://www.galaxyenvironmental.com">http://www.galaxyenvironmental.com</a>

### Addresses

Physical Address	3565 N. Milwaukee Ave ATTN: GEORGE SALINAS CHICAGO, IL 60641
Mailing Address	PO BOX 411028 Chicago, IL 60641-1028

### Business Capabilities

Business certified for	NAICS 561730 Landscaping services NAICS 562111 Solid Waste Collection NAICS 562910 Remediation services NAICS 238910 Site Preparation Contractors NAICS 238990 All Other Specialty Trade Contractors NAICS 561730 Landscaping services NAICS 238290 Other Building Equipment Contractors NAICS 238990 Special Trade Contractors NAICS 263118 Addition, Alteration and Renovation, Multifamily Building, General Contractors NAICS 236220 Addition, Alteration and Renovation General Contractors, Commercial and Institutional Building
Full Description of Capabilities/Products	NAICS 561730 Landscaping services NAICS 562111 Solid Waste Collection NAICS 562910 Remediation services NAICS 238910 Site Preparation Contractors NAICS 238990 All Other Specialty Trade Contractors NAICS 561730 Landscaping services NAICS 238290 Other Building Equipment Contractors NAICS 238990 Special Trade Contractors

Commodity Codes	NAICS 263118	Addition, Alteration and Renovation, Multifamily Building, General Contractors
	NAICS 236220	Addition, Alteration and Renovation General Contractors, Commercial and Institutional Building
	NAICS 238910	Site Preparation Contractors ( <a href="#">More</a> )
	NAICS 238990	All Other Specialty Trade Contractors ( <a href="#">More</a> )
	NAICS 561730	Landscaping services (except planning) ( <a href="#">More</a> )
	NAICS 562111	Solid Waste Collection ( <a href="#">More</a> )
	NAICS 562910	Remediation services, environmental ( <a href="#">More</a> )

Owner Ethnicity and Gender	
Ethnic Group	Hispanic/Latino
Gender	Male
DBE Ethnic Group	Hispanic American

Location	
County	Cook (IL)

Certification List

**Customer Support**

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## Vendor Information

CLOSE WINDOW

HELP

## Vendor Information

Business Name **Galaxy Environmental, Inc.**

Owner **George Salinas**

Address **3565 N. Milwaukee Ave**  
 > [Map This Address](#) **ATTN: GEORGE SALINAS**  
**CHICAGO, IL 60641**

Phone **773-427-2980**

Fax **773-427-2982**

Email [galaxyenviro@aol.com](mailto:galaxyenviro@aol.com)

Website <http://www.galaxyenvironmental.com>

## Certification Information

Certifying Agency **City of Chicago**

Certification Type **MBE - Minority Business Enterprise**

Certification Date **8/11/2015**

Renewal/Anniversary Date **7/1/2016**

Expiration Date **7/1/2018**

Certified Business Description **NAICS 561730 Landscaping services**  
**NAICS 562111 Solid Waste Collection**  
**NAICS 562910 Remediation services**  
**NAICS 238910 Site Preparation Contractors**  
**NAICS 238990 All Other Specialty Trade Contractors**  
**NAICS 561730 Landscaping services**  
**NAICS 238290 Other Building Equipment Contractors**  
**NAICS 238990 Special Trade Contractors**  
**NAICS 263118 Addition, Alteration and Renovation, Multifamily Building, General Contractors**  
**NAICS 236220 Addition, Alteration and Renovation General Contractors, Commercial and Institutional Building**

## Commodity Codes

Code	Description
NAICS 238910	Site Preparation Contractors
NAICS 238990	All Other Specialty Trade Contractors
NAICS 561730	Landscaping services (except planning)
NAICS 562111	Solid Waste Collection
NAICS 562910	Remediation services, environmental

**Customer Support**[Print This Page](#)

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MBE/WBE LETTER OF INTENT - FORM 2

M/WBE Firm: RADA Architects Ltd

Certifying Agency: City of Chicago

Contact Person: Rada Doytcheva

Certification Expiration Date: 2/15/2021

Address: 233 N Michigan Ave, #2320

Ethnicity: WBE

City/State: Chicago, IL Zip: 60601

Bid/Proposal/Contract #: \_\_\_\_\_

Phone: 312-856-1970 Fax: 312-856-1978

FEIN #: 36-3945019

Email: rada@rada-arch.com

Participation:  Direct  Indirect

Will the M/WBE firm be subcontracting any of the goods or services of this contract to another firm?

No  Yes - Please attach explanation. Proposed Subcontractor(s): \_\_\_\_\_

The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract: (If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)

Architectural Services

Indicate the Dollar Amount, Percentage, and the Terms of Payment for the above-described Commodities/ Services:

\$11,650.00

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement for the above work, conditioned upon (1) the Bidder/Proposer's receipt of a signed contract from the County of Cook; (2) Undersigned Subcontractor remaining compliant with all relevant credentials, codes, ordinances and statutes required by Contractor, Cook County, and the State to participate as a MBE/WBE firm for the above work. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/ Supply and Fee/Cost were completed.

[Signature]  
Signature (M/WBE)

[Signature]  
Signature (Prime Bidder/Proposer)

Rada Doytcheva  
Print Name

Anthony J. J...  
Print Name

RADA Architects Ltd  
Firm Name

F.H. Paschon  
Firm Name

4/12/16  
Date

4/14/16  
Date

Subscribed and sworn before me

Subscribed and sworn before me

this 12<sup>th</sup> day of April, 2016.

this 14 day of April, 2016.

Notary Public [Signature]

Notary Public [Signature]





DEPARTMENT OF PROCUREMENT SERVICES

CITY OF CHICAGO

FEB 19 2016

Ms. Radosveta Doytcheva  
RADA Architects, Ltd.  
233 N. Michigan Ave., Suite 2324  
Chicago, IL 60601

Dear Radosvetta Doytcheva:

We are pleased to inform you that RADA Architects, Ltd. has been recertified as a **Women-Owned Business Enterprise ("WBE")** by the City of Chicago ("City"). This **WBE** certification is valid until **2/15/2021**; however your firm's certification must be revalidated annually. In the past the City has provided you with an annual letter confirming your certification; such letters will no longer be issued. As a consequence, we require you to be even more diligent in filing your **annual No-Change Affidavit 60 days** before your annual anniversary date.

It is now your responsibility to check the City's certification directory and verify your certification status. As a condition of continued certification during the five year period stated above, you must file an annual No-Change Affidavit. Your firm's **annual No-Change Affidavit** is due by **2/15/2017, 2/15/2018, 2/15/2019, and 2/15/2020**. Please remember, you have an affirmative duty to file your **No-Change Affidavit 60 days** prior to the date of expiration. Failure to file your annual No-Change Affidavit may result in the suspension or rescission of your certification.

Your firm's five year certification will expire on **2/15/2021**. You have an affirmative duty to file for recertification **60 days** prior to the date of the five year anniversary date. Therefore, you must file for recertification by **12/15/2020**.

It is important to note that you also have an ongoing affirmative duty to notify the City of any changes in ownership or control of your firm, or any other fact affecting your firm's eligibility for certification **within 10 days** of such change. These changes may include but are not limited to a change of address, change of business structure, change in ownership or ownership structure, change of business operations, gross receipts and or personal net worth that exceed the program threshold. Failure to provide the City with timely notice of such changes may result in the suspension or rescission of your certification. In addition, you may be liable for civil penalties under Chapter 1-22, "False Claims", of the Municipal Code of Chicago.

Please note – you shall be deemed to have had your certification lapse and will be ineligible to participate as a **WBE** if you fail to:

- File your annual No-Change Affidavit within the required time period;
- Provide financial or other records requested pursuant to an audit within the required time period;
- Notify the City of any changes affecting your firm's certification within 10 days of such change; or
- File your recertification within the required time period.

Please be reminded of your contractual obligation to cooperate with the City with respect to any reviews, audits or investigation of its contracts and affirmative action programs. We strongly encourage you to assist us in maintaining the integrity of our programs by reporting instances or suspicions of fraud or abuse to the City's Inspector General at [chicagoinspectorgeneral.org](http://chicagoinspectorgeneral.org), or 866-IG-TIPLINE (866-448-4754).

Be advised that if you or your firm is found to be involved in certification, bidding and/or contractual fraud or abuse, the City will pursue decertification and debarment. In addition to any other penalty imposed by law, any person who knowingly obtains, or knowingly assists another in obtaining a contract with the City by falsely representing the individual or entity, or the individual or entity assisted is guilty of a misdemeanor, punishable by incarceration in the county jail for a period not to exceed six months, or a fine of not less than \$5,000 and not more than \$10,000 or both.

Your firm's name will be listed in the City's Directory of Minority and Women-Owned Business Enterprises in the specialty area(s) of:

**NAICS Code(s):**

**541310 – Architectural (except landscape) Services**

**541310 – Building Architectural Design Services**

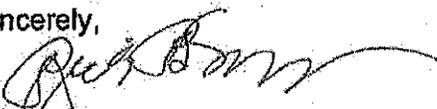
**541320 – Urban Planning Services**

**541340 – Drafting Services**

Your firm's participation on City contracts will be credited only toward **Women-Owned Business Enterprise** goals in your area(s) specialty. While your participation on City contracts is not limited to your area of specialty, credit toward goals will be given only for work that is self-performed and providing a commercially useful function that is done in the approved specialty category.

Thank you for your interest in the City's Women-Owned Business Enterprise (WBE) Program.

Sincerely,



Rich Butler  
First Deputy Procurement Officer

RB/cm



## Vendor Information

CLOSE WINDOW  HELP**Vendor Information**

Business Name **RADA Architects, Ltd.**  
 Owner **Radosveta Doytcheva**  
 Address **233 N. Michigan Ave., Ste 2320**  
 > [Map This Address](#) **Chicago, IL 60601**  
 Phone **312-856-1970**  
 Fax **312-856-1978**  
 Email **[CONTACT@RADA-ARCH.COM](mailto:CONTACT@RADA-ARCH.COM)**  
 Website **[www.rada-arch.com](http://www.rada-arch.com)**

**Certification Information**

Certifying Agency **City of Chicago**  
 Certification Type **WBE - Women Business Enterprise**  
 Certification Date **2/19/2016**  
 Renewal/Anniversary Date **2/15/2017**  
 Expiration Date **2/15/2021**  
 Certified Business Description **NAICS 541310 Architectural (except landscape) services**  
**NAICS 541310 Building architectural design services**  
**NAICS 541320 Urban planning services**  
**NAICS 541340 Drafting services**

**Commodity Codes**

Code	Description
NAICS 541310	Architectural (except landscape) services
NAICS 541310	Building architectural design services
NAICS 541320	Urban planning services
NAICS 541340	Drafting services

**Customer Support**

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April 14, 2016

Mr. Matt Cosenza, Project Engineer  
F.H. Paschen, S.N. Nielsen  
5515 N. East River Road  
Chicago, IL 60656

Re: CCAB Adult Probation – Swing Space Proposal

Dear Matt:

As discussed we are sending our proposal request for above referenced project. The scope of work associated with this proposal is for the design services for the Swing Space portion of the Adult Probation Department Renovation.

**Total Request for Design Services related to the Swing Space portion of the Project: \$11,650.00**

Respectfully yours,

A handwritten signature in black ink, appearing to read "Aram Garbooshian", written in a cursive style.

Aram Garbooshian, AIA, LEED AP  
Principal  
RADA Architects Ltd

# Job Order Contract

## Non Pre-Priced Worksheet

**Date:** April 14, 2016  
**Contract Number:** 12-28-340-GC.03  
**Job Order Number:** 039467.00  
**Job Order Title:** Adult Probation Swing Space  
**Contractor:** F.H. Paschen, S.N. Nielsen & Associates LLC

CSI Number	UOM	DESCRIPTION		
16000	0000	LS	Cisco Network LAN Switch	
<b>Factor:</b>	1.0500		<b>Unit Price:</b>	\$7,403.55
<b>Quantity:</b>	1.00		<b>Line Item Total:</b>	\$7,403.55
<b>Proposal Total:</b>	\$116,286.25		<b>% of Job Order Total:</b>	6.37%

### NON PRE-PRICED WORKSHEET

- A. \_\_\_\_\_ Direct Labor Costs (Up through the foreman level and including fringe benefits)
- B. \_\_\_\_\_ Direct Material Costs (Supported by Quotes)
- C. \_\_\_\_\_ Direct Equipment Costs (Supported by equipment amortization date)
- D. \_\_\_\_\_ Subcontractor Costs (Supported by Quotes)
- E. \_\_\_\_\_ Allowable Over Head Costs = A x 55%
- F. \_\_\_\_\_ Allowable Profit = (A + B + C) x 10%
- G. \_\_\_\_\_ Subcontractor Allowance = D x 10%

Total Cost of Non Pre-Priced Task = A + B + C + D + E + F + G

\* A, B, C, E and F only apply to work self-performed by the Contractor.

\* D and G only apply to work self-performed by the Subcontractor.

### Quotes

(Attach quotes from listed suppliers/subcontractors. A Justification Letter must be attached if 3 quotes are not furnished.)

1. <u>ANIXTER INC.</u>	\$ <u>7,051.00</u>
2. <u>PACE SYSTEMS, INC.</u>	\$ <u>7,569.42</u>
3. <u>BMI ELECTRICAL INC.</u>	\$ <u>8,108.65</u>



QUOTATION

Date: 3/15/2016  
Quote #: 39647  
Customer #: 503205

See attached Anixter Terms and Conditions of Sale

MIKE GRANDOLFO  
BANDWIDTH MANAGEMENT INC

Anixter Inc.  
Corporate Headquarters  
2301 Patriot Blvd.  
Glenview, IL 60026  
CCAB - CISCO

Phone:  
Fax:

Item	Quantity	Anixter Catalog Number and Description	Unit	Unit Price	Extended Price
01	1	N/S TECH DATA WS-C3850-48P-L CAT 3850 48PT POE LAN BASE **STOCKED**	EA	5065.00	\$5,065.00
02	1	N/S SMARTNET 8X5XNBD CATALYST 3850 48PT POE	EA	634.00	\$634.00
03	1	N/S CTO 715W AC CONFIG 1 SECONDARY P/S	EA	705.00	\$705.00
04	1	N/S CAT 3850 4X1 GE NTWK MOD	EA	361.00	\$361.00
05	1	N/S CORE CISCO 1000BASE-T SFP	EA	286.00	\$286.00

Page Total: \$7,051.00  
Quote Total: \$7,051.00

TERMS NET60, subject to credit approval  
F.O.B. SHIP.PT., PREPAID  
SHIPMENT: MATERIAL IS QUOTED STOCK SUBJECT TO PRIOR SALE  
NOTES: IF RETURNABLE, ITEMS MAY BE SUBJECT TO A RESTOCK FEE  
\*\*Call to learn about special financing and lease-to-own options on orders over \$10,000.

Please refer all inquiries to:  
FRANK MANDARINO

ANIXTER - WC CHICAGO IND  
1601 FEEHANVILLE DR #700

Phone: 847-390-4724  
Fax: 847-390-4701

MOUNT PROSPECT, IL 60056

COMMENTS: COPPER BASE \$ \_\_\_\_/LB. COMEX, PRICES SUBJECT  
TO ESCALATION/DE-ESCALATION AT TIME OF SHIPMENT



TECHNOLOGY SOLUTIONS PARTNER SINCE 1983

April 28<sup>th</sup>, 2016

Matt Cosenza/FH Paschen  
RE: CCAB Adult Probation Swing Space

We are pleased to submit the following proposal for Cisco equipment for the above reference project.

The first 715 Watt Powersupply is already in the base unit.

1	10984773	WS-C3850-48P-L	CAT 3850 48PT POE LAN BASE	\$4,747.83
1	11475701	CON-3SNT-WSC388PL	3YR SMARTNET 8XSXNBD CAT3850 48 PT LAN	\$1,560.72
1	10999360	PWR-C1-715WAC/2	CTO 715W AC CONFIG 1 SECONDARY P/S	\$630.43
1	10985068	C3850-NM-4-1G	CATALYST 3850 4 X 1GE NTWK MOD	\$315.22
1	10140275	GLC-SX-MMD=	1000BASE-SX SFP XCVR MOD MMF 850NM DOM	\$315.22
				<b>\$7,569.42</b>

Sincerely,

Mike Quinlan

[mquinlan@pace-systems.com](mailto:mquinlan@pace-systems.com)

#630-806-0282/Con Est #2016-1303



# Electrical & Communication CONSTRUCTION

## Bid Proposal

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April 14, 2016

TO: FH Paschen  
ATTN: Matt  
RE: CCDC

Bandwidth Management, Inc. will provide below Cisco equipment.

Scope:

1 - TECH DATA WS-C3850-48P-L  
CAT 3850 48PT POE LAN BASE

1 - SMARTNET 8X5XNBD CATALYST 3850  
48PT POE

1 - CTO 715W AC CONFIG 1 SECONDARY

1 - CAT 3850 4X1 GE NTWK MOD

1 - CORE CISCO 1000BASE-T SFP

Base Bid: \$8,108.65

Thank you for the opportunity to bid on this project. If you have any questions or concerns, feel free to contact me to discuss them.

Sincerely,

Mike Grandolfo  
Bandwidth Management, Inc.  
847-290-0099



Bandwidth Management Inc.

670 Chase Avenue, Elk Grove Village, IL 60007

847-290-0099 • Fax: 847-290-1155