



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 14-3143, **Version:** 1

PROPOSED CONTRACT (TRANSPORTATION AND HIGHWAYS)

Department(s): Transportation and Highways

Vendor: Collins Engineers, Inc. of Chicago, Illinois.

Request: Authorization for the Chief Procurement Officer to enter into and execute contract.

Good(s) or Service(s): Construction Engineering and Inspection Services

Location: Various locations in Cook County

Section: 14-8CENG-03-EG

Contract Value: \$4,400,000.00

Contract period: 6/25/2014 to 6/24/2016 with one (1) one (1) year renewal option.

Potential Fiscal Year Budget Impact: \$4,400,000.00

Accounts: Motor Fuel Tax Fund 600-585 Account

Contract Number(s): 1455-13422

Concurrences:

Vendor has met the Minority and Women Business Enterprise Ordinance.

The Chief Procurement Officer concurs

Summary: This contract includes but is not limited to pre-construction phase review of plans, specifications and site conditions, performing original cross-sectioning and surveys of existing conditions, attend various preconstruction meetings and prepare minutes, and setting up project management system for use as project proceeds to completion. During construction phase provide on-site monitoring of daily construction activities to ensure compliance with contract documents, review and monitor contractor's progress and schedule, conduct weekly progress meetings and document discussion in the form of meeting minutes, facilitate Cook County Department of Transportation and Highways responses to correspondence and submittals, perform required Quality Assurance, develop punch lists, provide project close-out documentation and coordinate project with outside agencies, business owners or other stakeholders involved in the project as needed and other duties as required. During post construction phase oversee the completion of all punch list work performed by contractor, complete final inspection and acceptance reports, perform final cross-sectioning, complete and submit contractor evaluations, submit documentation of final quantities including material delivery and inspection tickets, deliver completed as-built plans, daily logs, project diary, field books and all other project documentation required for project close-out and other duties as required.

Collins Engineers, Inc. of Chicago, Illinois is recommended for award. Request for Qualifications (RFQ) procedures were followed in accordance with the Cook County Procurement Code.

