

BOARD OF TRUSTEES
McHENRY COUNTY COLLEGE DISTRICT #528

May 24, 2011
2:00 p.m.

Board Room
8900 U.S. Highway 14
Crystal Lake, IL 60012

Facilities and Planning Committee

AGENDA

1. Call to Order
2. Roll Call
3. Acceptance of Agenda
4. Acceptance of Minutes: Facilities Planning Committee Meeting, April 26, 2011
5. Open for Recognition of Visitors and Presentations
Three (3) minutes per person or less.
6. Recommendation: Architectural Firm for Small Projects
7. Determine the Process for Selecting the Facility Master Plan Architect
8. Discussion to Schedule Committee Meeting Dates and Times
9. Summary Comments by Board Members
10. Closed Session
11. Future Agenda Items
12. Adjournment



Carol S. Larson
Chair

Architect Selection
For Small Projects

Information

McHenry County College solicited proposals for an architectural firm to provide architectural services for small projects at the College.

There were nineteen proposals received. An Administrative Facility Planning Committee of eight reviewed the proposals and narrowed the nineteen proposals down to a short list of seven proposals. The seven firms which made up the final short list were asked to make a one-hour presentation to the Committee about their firm and proposal. When those presentations were completed the Committee discussed all the candidate's proposals and agreed on a recommendation to be made to the Facility and Planning Committee, which met on May 24, 2011.

Recommendation

It is recommended that the Board of Trustees approves the firm _____, to be employed as the College's architect for small projects. The College Administration will work with the College attorney to develop a contract for architectural services as described in the request for proposal. If an agreement cannot be reached with _____ then a contract shall be developed and extended to _____.



Vicky Smith
President