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Corporation/LLC Search/Certificate of Good Standing

Corporation File Detail Report

File Number 56996982

Entity Name STUDIO GC, INC.

Status
ACTIVE

Entity Information

Entity Type
CORPORATION

Type of Corp
DOMESTIC BCA

Incorporation Date (Domestic)
Tuesday, 22 September 1992

State
ILLINOIS

Duration Date
PERPETUAL

Agent Information

Name
WILLIAM D KELLY

Address

1010 JORIE BLVD STE 100
OAK BROOK , IL 60523

Change Date

Wednesday, 24 October 2012

Annual Report**Filing Date**

Monday, 15 August 2022

For Year

2022

Officers**President****Name & Address**

PATRICK J CALLAHAN 223 W JACKSON BLVD CHICAGO IL 60606

Secretary**Name & Address**

ATHI TOUFEXIS SAME AS ABOVE

Assumed Name**INACTIVE**

GILFILLAN/CALLAHAN.ARCH

INACTIVE

STUDIO GC

ACTIVE

GILFILLAN, CALLAHAN, NELSON ARCHITECTS

ACTIVE

STUDIOGC

ACTIVE

STUDIOHEALTHCARE

Old Corp Name
01/18/1995 GILFILLAN AND WITT, ARCHITECTS, INC.
04/26/1996 GILFILLAN, WITT & CALLAHAN ARCHITECTS, INC.
10/02/2007 GILFILLAN & CALLAHAN ARCHITECTS, INC.
07/01/2009 GILFILLAN, CALLAHAN, NELSON ARCHITECTS, INC.

[Return to Search](#)

[File Annual Report](#)

[Adopting Assumed Name](#)

[Articles of Amendment Effecting A Name Change](#)

[Change of Registered Agent and/or Registered Office](#)

(One Certificate per Transaction)

Village of Oak Park On-Call Professional A/E Services Contract RFQ

30 December 2022



December 30, 2022

Mr. Vic Sabaliauskas
Building Maintenance Superintendent
Public Works Department
Village of Oak Park
201 South Blvd, Oak Park, IL 60302

Re: Statement of Qualifications for On-Call Architectural
and Engineering Services

Dear Mr. Sabaliauskas and Members of the Selection Committee,

Thank you for your consideration of Studio GC Architecture + Interiors as your strategic partner for on-call professional architectural and engineering services for future potential municipal projects. As your project partner, we will work tirelessly to maximize value and ensure that the Village of Oak Park's expectations are fulfilled on each project in which we are involved.

The Studio GC team has enjoyed a collaborative professional relationship with our clients for the better part of three decades. Many of our clients have awarded us work year after year to continue that strong relationship. It is our experience combining world-class planning and design with superior locally focused client service that has proven uniquely valuable.

Studio GC specializes in architecture for public entities. Our focus on the public realm of architecture is paramount to our commitment to building stronger communities. Our approach emphasizes the importance of process and stakeholder participation to form spaces attuned to the needs of our clients.

Our office will team with 2010 Engineering to provide the required engineering services when required. 2010's unmatched experience in environmental efficient design solution will be invaluable in potential projects that include building engineering analysis, renovation or new system implantation.

The Village of Oak Park has graciously entrusted our two firms with work at previous Village of Oak Park projects, Studio GC and 2010 Engineering can remain the dependable teammates to bring this project to a timely, winning conclusion. We would very much like that opportunity to continue to serve the Village of Oak Park, and its constituents.

You will find answers to many of your questions in this submittal. Words and pictures tell only part of the story. Our team would love an invitation to demonstrate our commitment and passion for our work face to face.

Sincerely,

A handwritten signature in black ink, appearing to read "Pat Callahan", with a long, sweeping horizontal line extending to the right.

Pat Callahan, AIA, ALEP, LEED-AP
President

Firm Description

Studio GC is a Chicago-based architecture firm founded with the intent of providing very personal architectural design services. For more than 30 years, we have worked as a passionate, community minded partner committed to creating imaginative and well-designed spaces. In addition to architecture and interior design, we offer design-build projects, facility assessment, planning, grant writing, programming, project budgeting, cost estimating, life cycle analysis, and capital improvement planning services. Founded as a hands-on studio, we are just as passionate about building relationships, as we are about architecture.

STUDIOGC, INC.

223 W. JACKSON BOULEVARD, SUITE 1200
CHICAGO ILLINOIS, 60606
312.253.3400
WWW.STUDIOGC.COM

CONTACT

PAT CALLAHAN
P.CALLAHAN@STUDIOGC.COM
847.343.8217

30+ YEARS OF EXPERIENCE

500+ CLIENTS

3000+ PROJECTS

TYPE OF ORGANIZATION/OWNERSHIP

S CORPORATION

MILES FROM DISTRICT

69 MILES

YEAR ESTABLISHED

1992

PREVIOUS NAMES OF FIRM

GILFILLAN & WITT 1992-1995

GILFILLAN CALLAHAN ARCHITECTS, 1995-2007

GILFILLAN CALLAHAN NELSON ARCHITECTS,
2007-2009

STUDIOGC, INC., 2009-PRESENT

SIZE OF FIRM

35 EMPLOYEES

3 EDUCATIONAL PLANNERS

12 LICENSED ARCHITECTS

15 ARCHITECTURAL STAFF

3 INTERIOR DESIGNERS

1 SPECIFICATIONS ARCHITECT

4 ADMINISTRATIVE STAFF



PROFESSIONAL AFFILIATIONS

American Institute of Architects
Illinois Association of Park Districts
Illinois Association of School Business Officials
Association for Learning Environments
BASIC Coalition
U.S. Green Building Council
The Construction Specifications Institute,
Construction Documents Technologist (CDT)

GEOGRAPHICAL AREA OF OPERATIONS

Illinois, California, Indiana, Maryland, Michigan,
Minnesota, Missouri, New Jersey, Ohio,
Pennsylvania, Wisconsin

MARKET SECTORS

Municipal Centers, Public Safety and High Security
Buildings, Police Stations, Fire Stations, Public
Works Centers, Educational Facilities, Libraries,
Commercial & Retail, Manufacturing & Industrial

SERVICES PROVIDED

Full Service A/E Design, Facility Assessments,
Planning, Grant Writing, Programming, Project
Budgeting, Campaign/Fundraising Assistance, Cost
Estimating, Interior Design, FF&E Procurement,
Construction Administration & Observation, Life
Cycle Analysis, and Capital Improvement Planning

Project Approach

PERFORMANCE RECORD OF FIRM / STATEMENT OF QUALIFICATION

A successful project starts with the right strategy. Recognizing that each project is unique with regards to site context, community, and building typology Studio GC formulates a project plan to suit the specific circumstances.

Our experience has involved a wide variety of public sector project types in every size and shape, enabling us to employ our broad knowledge in tackling the challenges we face with the confidence of previous working success. We feel strongly that our tremendous success on projects can be attributed to our varied work experience and commitment to excellence.

Servicing the municipal entities, in reaching their goals, starts with a client focused culture we champion. As a partner we have never failed our client in meeting the Schedule, Budget, or Quality. Our team has a single-minded goal: provide the highest quality of work, at the best value, for the Village of Oak Park. Our office is unified in our team approach: tackling all projects with creativity, focus, and passion. Delivering projects that exceed expectations.

COMMUNITY & COMMUNICATION

Our strength is in the approach to our work. The process emphasizes involvement, communication and consensus. By thorough investigation and meeting with project stakeholders, our team formulates an understanding of the physical needs, operational needs and user relationships to form a project construct. Our architecture then creates tailored environments that reflect what was learned from the investigation, thus building spaces that both enrich and enliven the user experience. With over 30 years of experience, we are confident that this personal, hands-on process produces positive results.

Within those three decades, Studio GC's work has been firmly focused on the public realm. Our team's experience in collaborating with different municipal departments and public boards makes us uniquely qualified to guide a public project through the varying submission and approval requirements. To support our presentations, our team is proficient in producing visuals in varied forms. Visuals that clearly convey the ideas to the varied stakeholder groups; in order for each to confidently select or support a design direction. In our time as a public sector architect, our company has had the privilege to work on public projects that range from new construction to minor renovation. Studio GC is proud of our work in this critical building sector and is confident that we can efficiently guide the Village of Oak Park through any project process.



Morris Fire Protection and Ambulance District

MORRIS, ILLINOIS



Morris Fire District hired StudioGC as a direct hire due to our extensive and successful work in the City of Morris. The scope of work is unique in that it combined a traditional fire station, with future expansion, and a museum element. This space is to house a steamer engine, 1954 ladder truck, and two 1800s hose reels. The space also provides storm shelter for all occupants of the facility without the need to access a secure area in case the responders are out on a call.

ADDRESS

200 ARMSTRONG STREET, MORRIS, ILLINOIS

SIZE ESTIMATED 12,000 SQ. FT.

COST ESTIMATED \$4M

COMPLETION ESTIMATED SPRING 2023

REFERENCE

TRACEY STEFFES, FIRE CHIEF
E: TSTEFFES@MORRISFD.ORG

Village of Mokena Public Safety

MOKENA, ILLINOIS



Studio GC performed a site analysis and development for a new police station for the Village of Mokena. The basement level is planned for a future firing range and 5,000 SF of shelled expansion or storage space. Also features a plan for a fully enclosed patrol garage.

ADDRESS

11004 CARPENTER STREET, MOKENA, IL 60448

SIZE 34,296 SQ. FT.

COST ESTIMATED \$14M

COMPLETION ESTIMATED AUGUST 2023

REFERENCE

KIRK ZOELLNER
ASSISTANT TO THE VILLAGE ADMINISTRATOR
E: KZOELLNER@MOKENA.ORG

Village of Woodridge Public Safety

WOODRIDGE, ILLINOIS



Studio GC evaluated the 27-acre site for the Village of Woodridge to determine the highest use for a consolidated campus for a new salt and municipal storage building, public works building and police station. Construction of a new 32,000 SF police station will house a new VR Training Room, and increased storage spaces.

ADDRESS

5 PLAZA DRIVE, WOODRIDGE, IL 60517

SIZE POLICE - 32,000 SQ. FT.

PUBLIC WORKS - 72,000 SQ. FT.

SALT / STORAGE - 14,000 SQ. FT.

COST ESTIMATED \$31.3M

COMPLETION ESTIMATED JUNE 2023

REFERENCE

BRIAN CUNNINGHAM, CHIEF OF POLICE
T: 630.719.4736

Village of Oak Park - Fire Station No. 3

OAK PARK, ILLINOIS



Oak Park Station #3 is a product of the past. It is an undersized facility with an outdated operational setup. Studio GC worked with Oak Park to reconfigure the bunk room and shower area to incorporate non-gender shower facilities and semi-private bunk spaces while maintaining a private fitness area that was just out in the bunkroom previously. This project is currently under construction.

ADDRESS

900 SOUTH EAST AVENUE, OAK PARK, IL

SIZE 1,833 SQ. FT.

COST ESTIMATED \$540,000

COMPLETION ESTIMATED DECEMBER 2022

REFERENCE

VIC SABALIAUSKAS
BUILDING MAINTENANCE SUPERINTENDENT
E: VICS@OAK-PARK.US

City of Berwyn Public Safety

BERWYN, ILLINOIS



Following the lead of the Village of Woodridge, Berwyn hired the Studio GC+Harbour Contractors Design|Build team. The project is currently in the initial design phases where the Fire Department will expand their primary station to house light maintenance services and the Police Department will expand, and improve, the 911 center and provide critical additional training and courthouse functions to the facility.

ADDRESS

BERWYN, IL 60402

SIZE TBD

COST TBD

COMPLETION TBD

REFERENCE

THOMAS HAYES, FIRE CHIEF
THAYES@CI.BERWYN.IL.US

City of Wheaton Fire Station No. 38

WHEATON, ILLINOIS



The station needed to remedy circulation issues and improve the use of the limited space within the kitchen and dayroom to allow for an expansion of the workout area. We worked closely with the staff to create a new kitchen layout with more counter space and a more open feel that reflected their team structure. A small adjustment to the dayroom allowed for the dining area to be relocated to this room. The workout area then expanded into the now vacated dining space to accommodate the new desired exercise equipment.

ADDRESS

1 FAPP CIRCLE, WHEATON, ILLINOIS

SIZE 1,235 SQ. FT.

COST N / A

COMPLETION FEBRUARY 2022

REFERENCE

BILL SCHULTZ, FIRE CHIEF
P: 630.260.2171

Sustainable Design Integration

StudioGC is committed to helping our clients achieve their sustainable goals by integrating green solutions into the building designs we create. Our team specializes in energy efficient mechanical and electrical systems and associated products. The work we have done with geothermal mechanical systems is at the forefront in the region. Our quest for greater environmental design has continued into solar panel arrays, with the hope of delivering net zero projects to our clients moving forward. Below are a few of the clients which we have completed geothermal or solar projects.

STUDIOGC SUSTAINABLE SYSTEM EXPERIENCE

WEST AURORA SCHOOL DISTRICT(11 FACILITIES)

MAYWOOD SCHOOL DISTRICT (7 FACILITIES)

CHICAGO RIDGE SCHOOL DISTRICT (1 FACILITY)

FOSSIL RIDGE LIBRARY

GENEVA PUBLIC LIBRARY

LAKE VILLA DISTRICT LIBRARY

**SCAN THIS QR CODE TO VIEW A VIDEO OF
THE GEOTHERMAL PROCESS AT SMITH
ELEMENTARY.**



VILLAGE OF OAK PARK

[illegible]

Master Planning and Facility Assessments

We understand the importance of master planning and documentation in order to make fiscally responsible decisions throughout the district. Our robust master planning process captures various quantitative and qualitative qualities, of which the Facility Assessment documentation of existing anticipated equipment replacement cycles is a major component. Below are just a few of the most recent examples that we have completed the master plans and facility assessments for.

PARTIAL RECENT STUDIOGC FACILITY ASSESSMENT EXPERIENCE

VILLAGE OF CAROL STREAM

VILLAGE OF NILES

VILLAGE OF PARK FOREST

AURORA PUBLIC LIBRARY DISTRICT

CITY OF GENEVA

SCOPE OF SERVICES

DETAILED SITE + BUILDING ANALYSIS

ADA SURVEY

SECURITY REVIEW

CODE REVIEW

RECOMMENDATIONS + BUDGETS

BUDGETING MATRIX

Additional References

MORRIS FIRE & AMBULANCE DISTRICT

Morris Fire District hired Studio GC as a direct hire due to our extensive and successful work in the City of Morris. The scope of work is unique in that it combined a traditional fire station, with future expansion, and a museum element. This space is to house a steamer engine, 1954 ladder truck, and two 1800s hose reels. The space also provides storm shelter for all occupants of the facility without the need to access a secure area in case the responders are out on a call.

Tracey Steffes
Fire Chief
Tsteffes@Morrisfd.org
200 Armstrong Street
Morris, IL 60450

CITY OF BERWYN - FIRE DEPARTMENT

Following the lead of the Village of Woodridge, Berwyn hired the Studio GC+Harbour Contractors Design|Build team. The project is currently in the initial design phases where the Fire Department will expand their primary station to house light maintenance services and the Police Department will expand, and improve, the 911 center and provide critical additional training and courthouse functions to the facility.

Thomas Hayes
Fire Chief
Thayes@Ciberwyn.il.us
6700 26th Street
Berwyn, IL 60402

VILLAGE OF WOODRIDGE - POLICE DEPARTMENT

Studio GC evaluated the 27-acre site for the Village of Woodridge to determine the highest use for a consolidated campus for a new salt and municipal storage building, public works building and police station. Construction of a new 32,000 SF police station will house a new VR Training Room, and increased storage spaces.

Brian Cunningham
Chief Of Police
630.719.4736
5 Plaza Drive
Woodridge, IL 60517

VILLAGE OF MOKENA - POLICE DEPARTMENT

Studio GC performed a site analysis and development for a new police station for the Village of Mokena. The basement level is planned for a future firing range and 5,000 SF of shelved expansion or storage space. Also features a plan for a fully enclosed patrol garage.

Kirk Zoellner
Assistant To The Village Administrator
Kzoellner@Mokena.org
11004 Carpenter Street
Mokena, IL 60448

VILLAGE OF CAROL STREAM - PUBLIC WORKS

Phil Modaff
Public Works Director
630.871.6262
124 Gerzevske Lane
Carol Stream, IL 60188

VILLAGE OF OAK PARK - FIRE STATION NO. 3

Vic Sabaliauskas
Superintendent
708.358.5710
201 Soth Blvd.
Oak Park, IL 60302

CITY OF WHEATON - FIRE STATION NO. 38

Bill Schultz
Fire Chief
630.260.2171
1 Fapp Circle
Wheaton, IL 60187

VILLAGE OF NILES

John Giannetti
Building Maintenance Foreman
847.368.5860
7700 Gross Point Road
Skokie, IL 60077

WEST AURORA - SCHOOL DISTRICT 129

Dr. Jeff Craig
Superintendent
630.301.5000
1877 W. Downer PL.
Aurora, IL 60506

Key Personnel

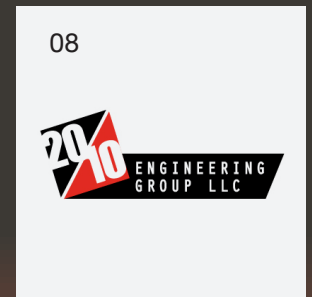
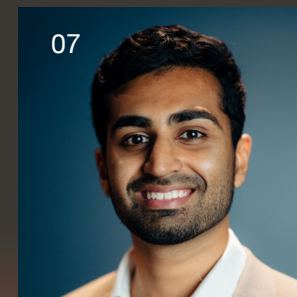
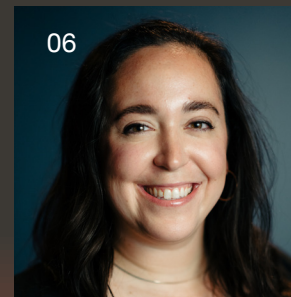
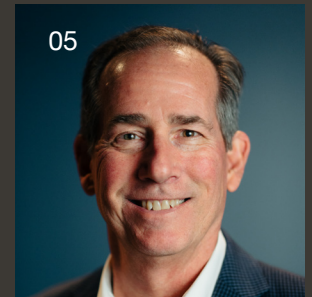
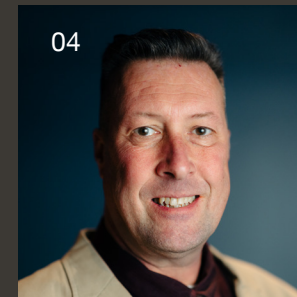
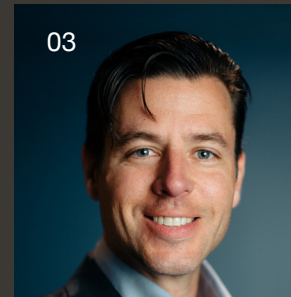
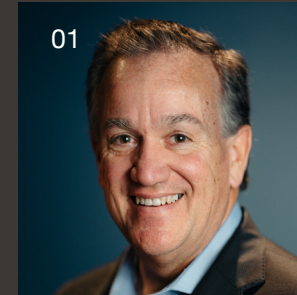
We have compiled a team for Village of Oak Park that understands the challenge at hand and the high expectations of the Community. We are ready to rise to the occasion and help you create a project and legacy you are proud of.

PROJECT TEAM

- 01 **Patrick Callahan**
Project Executive, Team Management
- 02 **Craig Meadows**
Principal, QA/QC Specialist
- 03 **Darren Schretter**
Principal, Project Manager
- 04 **Jim Wagener**
Senior Project Architect
- 05 **Rick Petricek**
Senior Project Manager
- 06 **Samantha Shenk**
Project Designer
- 07 **Keval Amin**
Project Architect, BIM Specialist

SUBCONSULTANTS

- 08 **20/10 Engineering Group**
Mechanical, Electrical, Plumbing, Fire
Protection Engineers



Patrick Callahan (5%)

As the Architect of Record, Pat will provide oversight of the project through his dependable leadership. Pat will take the lead in negotiating contracts and assist in all cost analysis. Pat's 30+ years of experience in municipal projects and the knowledge he has gained from them helps shape our work through his oversight.

p.callahan@studiogc.com

Darren Schretter (20%)

As the Primary Point of Contact, Darren will take the lead in communicating and coordinating between all parties involved in the project through closeout. Darren will organize all meetings, prepare all presentations, assemble all submissions, assist in cost analysis, and complete any other task needed to make the project a success. Darren has been the company's lead project manager on the current work with the Village of Oak Park and has over 20 years of experience working on public projects.

d.schretter@studiogc.com

Craig Meadows (10%)

As the Director of Quality Assurance and Quality Control, Craig will provide technical guidance for the project. Craig's technical experience in building technologies will assure the solutions to all projects are technically sound. Craig brings his experience from completing many public projects during his long career in the industry to assist in the technical execution of the work.

c.meadows@studiogc.com

Rick Petricek (10%)

As a senior project manager, Rick will provide project management assistance and technical guidance for the project. Rick's experience in managing varied types of projects over a long career will assure any project that our team takes on is run efficiently. Rick will assist in managing projects through the end of construction administration.

r.petricek@studiogc.com

Samantha Shenk (15%)

As a project designer assigned to the project Sam will be responsible for providing the design language for each project. Utilizing her creativity to infuse each project with form, texture, and color so it really shines. Sam will assist in the preparation of any and all work through the end of construction administration.

s.shenk@studiogc.com

Jim Wagener (20%)

As a project architect assigned to the project, Jim will be responsible for building the three-dimensional representation of the buildings that are to be worked on and researching ordinances and codes that require careful study to formulate the proper design solutions for the potential projects. Jim will assist in the preparation of any and all work through the end of construction administration.

j.wagener@studiogc.com

Keval Amin (20%)

As a project architect assigned to the project, Keval will be responsible for building the three-dimensional representation of the buildings that are to be worked on and creating the presentation visuals that will be crucial in selecting the design solutions for the potential projects. Keval will assist in the preparation of any and all work through the end of construction administration.

k.amin@studiogc.com

2010 Engineering

The team at 2010 Engineering Group, with their unmatched experience in sustainable system design, will provide creative engineering solutions for each future project. 2010 is a strong partner in our approach, using consistent communication and building information modeling to produce coordinated deliverables that reflect the input of our clients. Their depth of understanding of each building system type is invaluable to providing outcomes that are successful and well placed for the future. Jeff Chamberlin will lead the team of engineers in their office that will formulate solutions for the engineering systems.

Patrick Callahan, AIA, LEED-AP, ALEP

PROJECT EXECUTIVE
TEAM MANAGEMENT

BIOGRAPHY

Patrick Callahan brings his 34 years of experience to bear on this project. He has a deep passion for creating regenerative workspaces for our first responders. He understands, as a child in a fire family, that the ability to separate the challenges of an emergency from your personal life starts at the station. This started when working with Northlake Fire Department in 2007 and continues through today. His experience of working on the Glenview Fire Station emphasized a design that reduced response time, saving lives. At the Morris Fire Protection District, he gave critical advice as to how to layout the space to provide a location for the museum that did not adversely affect the operations, and lives, of the firefighters. His passion for improving people's lives also translates to our work with West Aurora School District where we make direct impacts on students' education and future every day.



RELEVANT PROJECT EXPERIENCE

Woodridge Police Station Campus

Led the evaluation of the 27-acre site for the Village of Woodridge to determine the highest use for a consolidated campus for a new salt and municipal storage building, public works building and 32,000 sq. ft. police station.

Mokena Police Station

Led the site analysis and development for a new police station for the Village of Mokena that is currently under construction.

Berwyn Police Station

Leading the Berwyn Police Department project to expand, and improve the 911 center and provide critical additional training and courthouse functions to the facility.

ADDITIONAL PROJECT EXPERIENCE

Oak Park Fire Station No. 3

Oak Park, IL | Partner-In-Charge

City of Geneva Fire Station

Geneva, IL | Partner-In-Charge

Morris Fire Protection District

Morris, IL | Partner-In-Charge

City of Wheaton Fire Station

Wheaton, IL | Partner-In-Charge

Village of Lyons Municipal Center

Lyons, IL | Partner-In-Charge

Village of Woodridge Police & Public Works

Woodridge, IL | Partner-In-Charge

PROFESSIONAL AFFILIATIONS

AMERICAN INSTITUTE OF ARCHITECTS

IASBO SERVICE ASSOCIATE

ILLINOIS ASSOCIATION OF PARK DISTRICTS

LEED ACCREDITED PROFESSIONAL

NATIONAL COUNCIL OF ARCHITECTURAL
REGISTRATION BOARDS

US GREEN BUILDING COUNCIL

ACCREDITED LEARNING ENVIRONMENT
PLANNER

EDUCATION

CHICAGO MANAGEMENT INSTITUTE, UNIVERSITY
OF CHICAGO, 2011

MASTER OF ARCHITECTURE, UNIVERSITY OF
ILLINOIS AT URBANA-CHAMPAIGN, 1990

BACHELOR OF SCIENCE IN ARCHITECTURAL
STUDIES, UNIVERSITY OF ILLINOIS AT URBANA
-CHAMPAIGN, 1988

REGISTRATION

REGISTERED ARCHITECT: IL, D OF C, FL, GA, IN,
IA, MD, MI, MO, NM, PA, WI

PERIOD OF SERVICE WITH THE FIRM

1992-PRESENT, CO-FOUNDER

AWARDS

2016 OUTSTANDING FACILITY & PARK AWARD,
ILLINOIS PARK & RECREATION ASSOCIATION
—WCHICAGO PARK DISTRICT MORGAN PARK
SPORTS CENTER

Craig Meadows, AIA, LEED-AP

PRINCIPAL
QA / QC SPECIALIST

BIOGRAPHY

Craig wears multiple hats within StudioGC. He is on the leadership team as an operations supervisor and senior project manager. He works with the operations team to make sure that all projects proceed on schedule, smoothly and maintaining the client centered approach that is one key to the success of StudioGC. Additionally, Craig is the Director of the Building Information Management at StudioGC. He maintains a direct relationship with the contractors that utilize our unique BIM capabilities for three dimensional model creation and construction coordination. Craig also brings a unique valuable perspective to our k-12 education projects as a school board member at Batavia Public School District 101.



VILLAGE OF OAK PARK

RELEVANT PROJECT EXPERIENCE

Oak Park Fire Station No. 3

Worked with Oak Park to reconfigure the bunk room and shower area to incorporate non-gender shower facilities and semi-private bunk spaces while maintaining a private fitness area that was just out in the bunkroom previously.

Morris Fire Protection

Leading the project, which includes the combination of a traditional fire station with future expansion and a museum element.

Village of Niles

Led the facility assessments of several Village of Niles public buildings, including the police station, public works, senior center, and village hall.

ADDITIONAL PROJECT EXPERIENCE

City of Geneva Fire Station

Geneva, IL | Project Manager

City of Wheaton Fire Station

Wheaton, IL | Project Manager

Village of Mokena Police Station

Mokena, IL | Project Manager

Village of Woodridge Police & Public Works

Woodridge, IL | Project Manager

Village of Glenview Fire Station

Glenview, IL | Project Manager

PROFESSIONAL AFFILIATIONS

US GREEN BUILDING COUNCIL

LEED ACCREDITED PROFESSIONAL

AMERICAN INSTITUTE OF ARCHITECTS

ILLINOIS ASSOCIATION OF SCHOOL BOARDS

EDUCATION

MASTER OF ARCHITECTURE, VIRGINIA
POLYTECHNIC AND STATE UNIVERSITY, 2004

BACHELOR OF ENVIRONMENTAL DESIGN, NORTH
CAROLINA STATE UNIVERSITY, 1995

REGISTRATION

LICENSED STRUCTURAL ENGINEER: IL

PERIOD OF SERVICE WITH THE FIRM

2006-PRESENT

Darren Schretter, CDT

PRINCIPAL
PROJECT MANAGER

BIOGRAPHY

Darren has spent twenty two years working on diverse community and municipal projects with a special focus on public libraries since 2006. As a creative leader with a positive team approach, he establishes strong relationships with his clients. Building a bond based on trust and quality service, Darren has had the opportunity to assist multiple library communities over the course of many years plan for and provide for the rapid changes occurring in library service needs.

His attention to detail, organizational skills, and work ethic makes him well suited to manage challenging projects from conception to completion. Darren's management style focuses on listening, communication and execution. He understands how to keep complex projects manageable and on track.



RELEVANT PROJECT EXPERIENCE

Oak Park Fire Station No. 3

Worked with Oak Park to reconfigure the bunk room and shower area to incorporate non-gender shower facilities and semi-private bunk spaces while maintaining a private fitness area that was just out in the bunkroom previously.

City of Geneva

Contributed to the facility assessments of eight different City of Geneva public buildings, including the city hall, public works, water treatment facility, and fire stations.

Chicago Park District

Developed a 5-year Master Plan that has successfully completed over \$50 million of projects

Led a feasibility study and grant application to install solar panel arrays on 3 District buildings

ADDITIONAL PROJECT EXPERIENCE

Midlothian Park District

Midlothian, IL | Project Manager

Village of Orland Park

Orland Park, IL | Project Manager

Lemont Park District

Lemont, IL | Project Architect

Village of Lyons Municipal Center

Lyons, IL | Project Architect

PROFESSIONAL AFFILIATIONS

THE CONSTRUCTION SPECIFICATIONS
INSTITUTE, CONSTRUCTION DOCUMENTS
TECHNOLOGIST (CDT)

EDUCATION

MASTER OF ARCHITECTURE - UNIVERSITY OF
ILLINOIS AT URBANA-CHAMPAIGN, 2000

BACHELOR OF SCIENCE IN ARCHITECTURAL
STUDIES UNIVERSITY OF ILLINOIS AT URBANA-
CHAMPAIGN, 1998

PERIOD OF SERVICE WITH THE FIRM

2013-PRESENT

BIOGRAPHY

Jim brings more than 25 years of retail, food service and school architecture/construction experience and service to the table. Along with having been a volleyball coach, drafting teacher at Gordon Tech High School and having helped re-habilitate over a dozen houses in Oak Park Illinois (with his own hands!) he has accrued the overall and well rounded experiences of having taken dozens/hundreds of diverse projects from the initial stages of meetings and planning, to the drawing boards, through construction and on to final completion. There's little he has not seen.



VILLAGE OF OAK PARK

RELEVANT PROJECT EXPERIENCE

Oak Park Fire Station 3

Worked with Oak Park to reconfigure the bunk room and shower area to incorporate non-gender shower facilities and semi-private bunk spaces while maintaining a private fitness area that was just out in the bunkroom previously.

Village of Park Forest

Contributed to the facility assessments of nine different Village of Park Forest public buildings, including the aqua center, police station, recreational center, and fire stations.

Woodridge Police Station

Contributed to the evaluation and documentation of the Village of Woodridge consolidated campus for a new salt and municipal storage building, public works building and 32,000 sq. ft. police station.

ADDITIONAL PROJECT EXPERIENCE

Midlothian Park District

Midlothian, IL | Project Manager

Village of Orland Park

Orland Park, IL | Project Manager

Lemont Park District

Lemont, IL | Project Architect

Village of Lyons Municipal Center

Lyons, IL | Project Architect

EDUCATION

BACHELOR OF SCIENCE IN ARCHITECTURAL STUDIES, UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN, 1991

PERIOD OF SERVICE WITH THE FIRM

1994-2005

2019 - PRESENT

Richard Petricek, AIA

SENIOR PROJECT MANAGER

BIOGRAPHY

Richard Petricek is a veteran of educational architecture and construction management whose experience spans all phases of the design and construction process on projects. As Quality Assurance / Quality Control Manager for StudioGC, Rick actively mentors staff on technical issues and serves as a resource for the firm concerning constructability, code, materiality and best practices to ensure efficient and practical solutions. His ability to quickly understand the design challenges of each project, assign tasks to the appropriate staff, and follow-up with clients and contractors, alike, makes Rick ideal for any assignment. His expertise continues throughout the construction observation phase of projects.

RELEVANT PROJECT EXPERIENCE

Berwyn Fire Station

Existing conditions evaluator and quality control manager on the Fire Department project to expand their primary fire station to house maintenance services

Berwyn Police Station

Existing conditions evaluator and quality control manager on the project to expand, and improve the 911 center and provide critical additional training and courthouse functions to the facility.

Village of Niles

Contributed to the facility assessments of several Village of Niles public buildings, including the police station, public works, senior center, and village hall.

PROFESSIONAL AFFILIATIONS

AMERICAN INSTITUTE OF ARCHITECTS

EDUCATION

BACHELOR OF SCIENCE IN ARCHITECTURAL STUDIES, UNIVERSITY OF ILLINOIS AT CHICAGO, 1983

REGISTRATION

REGISTERED ARCHITECT: IL

PERIOD OF SERVICE WITH THE FIRM

2005-PRESENT



BIOGRAPHY

Sam is an experienced Interior Designer with a demonstrated history of work in the design industry. Her focus on process and a collaborative approach involves clients in hands-on activities that are designed to build consensus.

RELEVANT PROJECT EXPERIENCE

Morris Fire Protection

New

Woodridge Police Station

Project designer on the Village of Woodridge 32,000 sq. ft. police station on the consolidated campus for a new salt and municipal storage building, public works building and police station.

Mokena Police Station

Project designer on the development for a new police station in the Village of Mokena that is currently under construction.

EDUCATION

BACHELOR OF SCIENCE - INTERIOR DESIGN,
MINOR - ENTREPRENEURSHIP & SMALL
BUSINESS MANAGEMENT, INDIANA UNIVERSITY,
BLOOMINGTON, INDIANA 2012

PERIOD OF SERVICE WITH THE FIRM

2022-PRESENT



BIOGRAPHY

Keval serves as one of our project modelers on our renovation or feasibility study projects. He possesses a natural ability to lead and has strong interpersonal skills, and consistently applies project- and client-personalized strategies for optimal results.

His organizational skills, attention to detail, and work ethic provide quality design and construction documentation. Keval is also a leader of the firm's visualization team, continuing to push our Virtual and Augmented Reality experiences to aid in reaching consensus on projects with owners and end-users.



RELEVANT PROJECT EXPERIENCE

Oak Park Fire Station 3

Project modeler for the Oak Park project to reconfigure the bunk room and shower area to incorporate non-gender shower facilities and semi-private bunk spaces while maintaining a private fitness area that was just out in the bunkroom previously.

Village of Park Forest

Project modeler and contributor to the facility assessments of nine different Village of Park Forest public buildings, including the aqua center, police station, recreational center, and fire stations.

Wheaton Fire Station

Project modeler for the Wheaton Fire Station project to remedy circulation issues and improve the use of the limited space within the kitchen and dayroom to allow for an expansion of the workout area.

PROFESSIONAL AFFILIATIONS

AMERICAN INSTITUTE OF ARCHITECTS

EDUCATION

MASTER OF ARCHITECTURE, NORTH CAROLINA
STATE UNIVERSITY, 2020

BACHELOR OF SCIENCE IN ARCHITECTURAL
STUDIES, UNIVERSITY OF ILLINOIS AT URBANA
-CHAMPAIGN, 2018

PERIOD OF SERVICE WITH THE FIRM

2022 - PRESENT

BIOGRAPHY

Studio GC has been working with 20/10 Engineering Group for the past 18 years. An Illinois registered professional design firm serving architects, building owners and similar clients. 20/10 provides design services for all the major systems found in modern buildings - disciplines include Structural, HVAC, Plumbing, Fire Protection, and Electrical systems. 20/10 has considerable experience in developing and preparing reports, plans and specifications for bidding, construction observation, and forensic investigations in all types of buildings. Which include Educational, Health Care, Institutional, Industrial, Manufacturing, and Commercial facilities.

RELEVANT PROJECT EXPERIENCE

Oak Park Village Hall - Council Chambers

Completed a geothermal project in the Council Chambers Wing of Oak Park Village Hall from 2012 - 2013

Maywood SD 89

Collaborated on a geothermal project at 7 schools between 2019-2021

Project completed with Studio GC

West Aurora SD 129

Collaborated on a geothermal project at 11 school between 2015-2016

Provided Mechanical, Electrical, Plumbing and Structural Services for the construction of 150,500 square feet of additions at six schools over the course of 15 months

Projects completed with Studio GC

COMPANY SIZE

11-50 EMPLOYEES

REGISTRATION

LICENSED MEP ENGINEERS: IL

YEAR ESTABLISHED

2004

HEADQUARTERS

SCHAUMBURG, IL





CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
10/7/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER		CONTACT NAME:	
WTW MIDWEST INC		PHONE (A/C, No, Ext): (888) 780-5381	
233 S WACKER DR, SUITE 2000		FAX (A/C, No): (866) 828-2424	
CHICAGO IL 60606		E-MAIL ADDRESS: Certificate@Hanover.com	
INSURED		INSURER(S) AFFORDING COVERAGE	
STUDIO GC INC		INSURER A: Citizens Ins Co of America	
223 W JACKSON BLVD STE 1200		INSURER B: Hanover Insurance Co	
CHICAGO IL 60606		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

INSURANCE COVERAGE

If selected, StudioGC agrees to meet the minimum insurance coverage that is listed in the RFQ document.

Hanover Insurance Company has a rating of A XV from A.M. Best Company.

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	N	N	OBC 9331056 11	10/15/2022	10/15/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	OBC 9331056 11	10/15/2022	10/15/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED. <input checked="" type="checkbox"/> RETENTION \$	N	N	OBC 9331056 11	10/15/2022	10/15/2023	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WHC 9328731 11	10/15/2022	10/15/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Architects & Engineers Prof Liab	N	N	LHC A756209 07	10/15/2022	10/15/2023	Claims-Made: \$2M Ea Claim/\$2M Agg
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)							

CERTIFICATE HOLDER	CANCELLATION
FOR INFORMATIONAL PURPOSES ONLY	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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RESPONDENT CERTIFICATION

PROPOSAL SIGNATURE: _____

State of Illinois _____

County of Cook _____

Pat Callahan, President _____

TYPE NAME OF SIGNEE

being first duly sworn on oath deposes and says that the Respondent on the above proposal is organized as indicated below and that all statements herein made on behalf of such Respondent and that this deponent is authorized to make them, and also deposes and says that he has examined and carefully prepared their bid proposal from the Contract Exhibits and Specifications and has checked the same in detail before submitting this proposal or bid; that the statements contained herein are true and correct.

Signature of Respondent authorizes the Village of Oak Park to verify references of business and credit at its option.

Signature of Respondent shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgments.

Dated 12/29/2022

StudioGC Inc.

Organization Name

(Seal - If Corporation)

By _____

Authorized Signature

223 W Jackson Blvd, Suite 1200, Chicago, IL 60606

Address

312-253-3400

Telephone

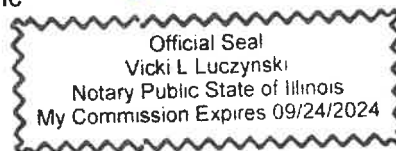
Subscribed and sworn to before me this 29th day of December, 2022.

In the state of Illinois _____

Notary Public

My Commission Expires: 9/24/2024

(Fill Out Applicable Paragraph Below)



(a) Corporation

The Respondent is a corporation, which operates under the legal name of

StudioGC Inc.

and is organized and existing under the laws of the State of

Illinois

The full names of its Officers are:

President Pat Callahan

Secretary Athi Toufexis

Treasurer Athi Toufexis

The corporation does have a corporate seal. (In the event that this bid is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) Partnership

Name, signature, and addresses of all Partner

The partnership does business under the legal name of _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

(c) Sole Proprietor

The Respondent is a Sole Proprietor whose full name is _____.
If the Respondent is operating under a trade name said trade name is _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

Signed _____
Sole Proprietor



Oak Park

Attachment I.

RESPONDENT CERTIFICATION

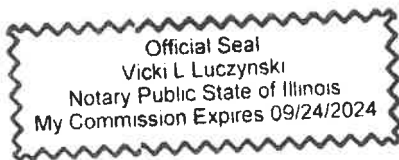
StudioGC Inc. _____, as part of its bid on a contract for
(name of Respondent)

Professional Mechanical Engineering Services for the Village of Oak Park North Fire Station Boiler System Replacement Project, hereby certifies that said Respondent is not barred from bidding on the aforementioned contract as a result of a violation to either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes or Section 2-6-12 of the Oak Park Village Code relating to "Bidding Requirements".

By: _____
(Authorized Agent of Respondent)

Subscribed and sworn to
before me this 29th day
of December, 2022.

Vicki L Luczynski
(Notary Public)





Oak Park

Attachment II.

TAX COMPLIANCE AFFIDAVIT

Patrick Callahan, being first duly sworn, deposes and
says:

that he/she is _____ President _____ of
(partner, officer, owner, etc.)

StudioGC
(bidder selected)

The individual or entity making the foregoing proposal or proposal certifies that he/she is not barred from entering into an agreement with the Village of Oak Park because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the proposal or proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the municipality to recover all amounts paid to the individual or entity under the agreement in civil action.

Patrick Callahan
By:
Its:

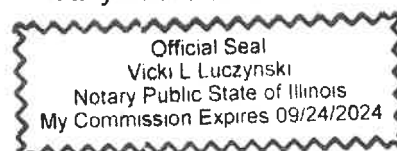
President, StudioGC Inc.
(name of bidder if the bidder is an individual)
(name of partner if the bidder is a partnership)
(name of officer if the bidder is a corporation)

The above statement must be subscribed and sworn to before a notary public.

Subscribed and sworn to before me this 29th day of December, 2022.

Vicki L Luczynski
Notary Public's Signature

- Notary Public Seal -





Attachment III.

ORGANIZATION OF BIDDING FIRM

Please fill out the applicable section:

A. Corporation:

The Consultant is a corporation, legally named StudioGC, Inc. and is organized and existing in good standing under the laws of the State of Illinois. The full names of its Officers are:

President Patrick Callahan

Secretary Athi Toufexis

Treasurer Athi Toufexis

Registered Agent Name and Address: StudioGC 223 W Jackson Blvd, Suite 1200 Chicago IL 60606

The corporation has a corporate seal. (In the event that this Bid is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

B. Sole Proprietor:

The Consultant is a Sole Proprietor. If the Consultant does business under an Assumed Name, the

Assumed Name is _____, which is registered with the Cook County Clerk. The Consultant is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

C. Partnership:

The Consultant is a Partnership which operates under the name _____

The following are the names, addresses and signatures of all partners:

Signature

Signature

(Attach additional sheets if necessary.) If so, check here ____.

If the partnership does business under an assumed name, the assumed name must be registered with the Cook County Clerk and the partnership is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

D. Affiliates: The name and address of any affiliated entity of the business, including a description of the affiliation: _____

Signature of Owner



Attachment IV. **Compliance Affidavit**

I, Patrick Callahan being first duly sworn on oath depose and state as follows:
(Print Name)

1. I am the (title) President of the Proposing Firm ("Firm") and am authorized to make the statements contained in this affidavit on behalf of the Firm.
2. The Firm is organized as indicated on Exhibit A to this Affidavit, entitled "Organization of Proposing Firm," which Exhibit is incorporated into this Affidavit as if fully set forth herein.
3. I have examined and carefully prepared this proposal based on the Request for Proposals and verified the facts contained in the proposal in detail before submitting it.
4. I authorize the Village of Oak Park to verify the Firm's business references and credit at its option.
5. Neither the Firm nor its affiliates¹ are barred from proposing on this project as a result of a violation of 720 ILCS 5/33E-3 or 33E-4 relating to bid rigging and bid rotating, or Section 2-6-12 of the Oak Park Village Code related to "Proposing Requirements".
6. The Proposing Firm has the M/W/DBE status indicated below on the form entitled "EEO Report."
7. Neither the Firm nor its affiliates is barred from agreement with the Village of Oak Park because of any delinquency in the payment of any debt or tax owed to the Village except for those taxes which the Firm is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. I understand that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the Village of Oak Park to recover all amounts paid to the Firm under the agreement in a civil action.
8. I am familiar with Section 13-3-2 through 13-3-4 of the Oak Park Village Code relating to Fair Employment Practices and understand the contents thereof; and state that the Proposing Firm is an "Equal Opportunity Employer" as defined by Section 2000(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference. **Also complete the attached EEO Report or Submit an EEO-1.**
9. I certify that the Consultant is in compliance with the Drug Free Workplace Act, 41 U.S.C.A, 702.

¹ Affiliates means: (i) any subsidiary or parent of the bidding or contracting business entity, (ii) any member of the same unitary business group; (iii) any person with any ownership interest or distributive share of the bidding or contracting business entity in excess of 7.5%; (iv) any entity owned or controlled by an executive employee, his or her spouse or minor children of the bidding or contracting business entity.

Signature: 

Printed Name Patrick Callahan

Name of Business: StudioGC

Your Title: President

Business Address: 223 W Jackson Blvd. Suite 1200 Chicago IL 60606

(Number, Street, Suite #)

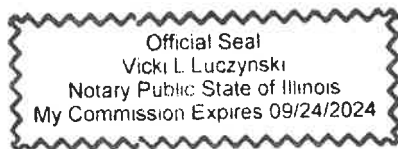
(City, State & Zip)

Telephone: 312-253-3400 Fax: _____

Web Address: www.studiogc.com

Subscribed to and sworn before me this 29th day of December, 2022.


Notary Public



M/W/DBE STATUS AND EEO REPORT

Failure to respond truthfully to any questions on this form, failure to complete the form or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. For assistance in completing this form, contact the Department of Public Works at 708-358-5700.

1. Consultant Name: StudioGC, Inc.

2. Check here if your firm is:

- ☐ Minority Business Enterprise (MBE) (A firm that is at least 51% owned, managed and controlled by a Minority.)
- ☐ Women's Business Enterprise (WBE) (A firm that is at least 51% owned, managed and controlled by a Woman.)
- ☐ Owned by a person with a disability (DBE) (A firm that is at least 51% owned by a person with a disability)
- ☒ None of the above

[Submit copies of any W/W/DBE certifications]

3. What is the size of the firm's current stable work force?

32 Number of full-time employees

3 Number of part-time employees

4. Similar information will be requested of all subConsultants working on this agreement. Forms will be furnished to the lowest responsible Consultant with the notice of agreement award, and these forms must be completed and submitted to the Village before the execution of the agreement by the Village.

Signature:  _____

Date: December 8, 2022

EEO REPORT

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this proposal. An incomplete form will disqualify your proposal. For assistance in completing this form, contact the Purchasing Department at 708-358-5473.

An EEO-1 Report may be submitted in lieu of this report.

Consultant Name StudioGC, Inc.
Total Employees 35

Job Categories	Total Employees	Total Males	Total Females	Males					Females			Total Minorities
				Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	
Officials & Managers	6	5	1	0	0	0	0	0	0	0	0	0
Professionals	26	16	10	0	0	0	2	0	1	0	1	4
Technicians												
Sales Workers												
Office & Clerical	3	0	3	0	0	0	0	1	0	0	0	1
Semi-Skilled												
Laborers												
Service Workers												
TOTAL												
Management Trainees												
Apprentices												

This completed and notarized report must accompany your Proposal. It should be attached to your Affidavit of Compliance. Failure to include it with your Proposal will be disqualify you from consideration.

Patrick Callahan, being first duly sworn, deposes and says that he/she is the President (Name of Person Making Affidavit) of StudioGC and that the above EEO Report Information is true and accurate and is submitted with the Intent that it (Title or Officer)

be relied upon. Subscribed and sworn to before me this 29th day of December, 2022.

Vicki L Luczynski
(Signature)

12/29/2022
(Date)





223 West Jackson Boulevard
Suite 1200
Chicago, IL 60606
Phone: 312 253 3400

HOURLY RATE SCHEDULE

Principal / Project Executive	\$250.00
Principal / Senior Project Manager	\$170.00
Principal / Project Manager	\$134.00
Senior Project Architect / Designer III	\$113.00
Project Architect / Designer II	\$ 98.00
Project Architect / Designer I	\$ 87.00
Intern	\$ 59.00
Administrative Support Services	\$ 54.00

Note: Overhead Multiplier is 1.75.

Note: Rates are subject to yearly adjustment



REQUEST FOR QUALIFICATIONS (RFQ)

Request for Qualifications

for On-Call Professional Architectural / Engineering Services Contract

Issued: December 7th, 2022

Qualifications Due: December 30th, 2022

The Village of Oak Park (“the Village”) is requesting qualifications for on-call architectural/engineering services to identify consultants to assure that it is receiving the optimum level of services at a competitive price.

Responses shall be submitted via email on or before December 30th, 2022 at 2:00

Section I. General Requirements

A. Introduction and Mandatory Terms

The Village is requesting a Statement of Qualifications (SOQ) from multi-disciplined architectural/engineering consultants for on-call task order professional architectural and/or engineering services. See Section II- Scope of Services, for additional information.

The Village will accept electronic pdf responses via email (paper submittals will not be accepted). Each Consultant shall *provide one (1) pdf of their qualifications in an email titled "Statement of Qualifications for On-Call Architectural and Engineering Services COMPANY NAME."* It is the responsibility of the consultant to notify the Village of its intent of submitting a proposal so that they added to a plan-holder list in case addenda are issued.

All questions must be submitted via email to vics@oak-park.us no later than noon on December 14, 2022. Responses will be provided to the known list of RFQ recipients.

Submittals will be reviewed and evaluated, and all information regarding status will be kept confidential until a decision is made and a recommendation provided to the Village Board for approval.

B. Presentation of Request for Qualifications

The Village reserves the right to select a short list of Consultants at its own discretion to present their qualifications, respond to questions, and supply supplemental information. The Village reserves the right to reject any or all submittals and to disregard any informality on the statement of qualifications when in its opinion, the best interest of the Village will be served by such action.

C. Consultant Notification

Consultants will be notified in writing of further questions and/or decisions.

D. Award of Agreement

A Master Agreement, or equivalent agreement, may be executed once one or more respondents are found to be qualified, a selection of the most qualified consultant is determined by the evaluation committee, and the Village Board approves the award.

Any agreement with a selected Consultant or Consultants must be reviewed and approved by the Village Attorney, may be approved and authorized by the Village of Oak Park Board of Trustees, and executed by the Village Manager. The Consultants are advised that Village staff, other than the Village Manager, have no authority to sign

agreements or modify existing agreements on behalf of the Village and that any such agreements are null and void.

E. Taxes Not Applicable

The Village as a municipality pays neither federal excise tax nor Illinois retailer's occupational tax.

F. Interpretation of the Request for Qualifications Document

Any Consultant in doubt as to the true meaning of any part of this document may request an interpretation thereof from the Village or its representative. The person requesting the interpretation shall be responsible for its prompt delivery. At the request of the Consultant or in the event that Village management deems the interpretation to be substantive, the interpretation will be made by written addendum duly issued by the Village.

In the event that a written addendum is issued, either as a result of a request for interpretation or the result of a change in the requested RFQ specifications initiated by the Village, a copy of such addendum will be provided to the known list of RFQ recipients. The Village will not assume responsibility for receipt of such addendum. In all cases it will be the Consultants' responsibility to obtain all addenda issued.

G. Competency of Consultant

No submission will be accepted from, or agreement awarded to, any person, firm or corporation that is in arrears or is in default upon any debt or agreement. The Consultant, if requested, must present evidence of ability and possession of necessary facilities, and financial resources to comply with the terms of the scope of services.

H. Subletting of Contract

No contract awarded by the Village of Oak Park shall be assigned or any part subcontracted without the written consent of the Village of Oak Park. In no case shall such consent relieve the bidder selected from their obligations or change the terms of the contract.

I. Compliance with Applicable Laws

The Consultant will strictly comply with all Ordinances and codes of the Village of Oak Park and applicable federal and state law.

J. Term of Agreement

The initial Master Agreement shall be on the last date signed by both parties, whichever is later, and shall continue for a period of approximately three (3) years. The Village retains the right to renew this initial agreement under the same terms and conditions upon mutual agreement with the respondent. Renewals are to be done on a yearly basis for no more than two additional terms of approximately one year each.

Price escalation will be allowed and subject to one (1) adjustment per year. The requested increase must be that of the general industry. In this event, written notification stating the requested increase and supporting document justification must be forwarded to the Village. The annual adjustment shall be based upon 100% of the percentage of change of the latest published Index (as defined below) as compared to the Index for the previous year. The Index shall be the United States Department of Labor, Bureau of Labor Statistics, Revised Consumer Price Index for all Urban Wage Earners for Chicago, Illinois - Gary, Indiana - Kenosha, Wisconsin (all items, 1982-84 = 100). Notwithstanding anything contained herein to the contrary, the annual adjustment shall not be greater than five percent (5%) of the previous year's cost for services provided under this agreement in any year. If the Respondent fails to justify the requested increase, the Village reserves the right to reject the request and cancel the balance of the agreement.

If any price reductions are announced during the agreement period, the Village shall receive benefit of such reductions. This request shall also be in the form of a written notification and shall become effective thirty (30) days from the date the notice was received by the Village.

K. Payments

The Village shall pay the consultant on a monthly basis based on the services provided during the month as set forth in this section and in such task order. Payment to the consultant shall be made within 30 days of the receipt of an invoice. A detailed summary of costs will be submitted to the Village for review and approval. Invoices shall be mailed to the Village Engineer located at the Village of Oak Park, 201 South Boulevard, Oak Park, Illinois 60302. All invoices will be paid within 30 days of approval. Charges for late payments must be in accordance with the Local Government Prompt Payment Act, 50 ILCS 505/1, requiring a maximum interest penalty of 1% per month or portion thereof.

For all services provided which are not covered by a task order, the Consultant shall invoice the Village on an hourly basis for direct labor to perform the work based on rates provided.

L. Termination of Contract

The Village reserves the right to terminate any multi-year agreement if the Village's Board of Trustees fails to appropriate funds for this purpose in any subsequent fiscal year. All funds for payments after December 31st of the current fiscal year are subject to appropriation by the Village for this purpose.

The Village further reserves the right to terminate the whole or any part of this agreement, upon written notice to the consultant, in the event of default by the consultant. Default is defined as failure of the consultant to perform any of the agreement or failure to make sufficient progress so as to endanger performance of this agreement in accordance with its terms. In the event of default and termination, the Village will procure upon such terms and in such manner as may be deemed appropriate services similar to those so terminated. The consultant shall be liable for excess costs for such similar services unless acceptable evidence is submitted that failure to perform the agreement was due to causes beyond the control and without the fault of negligence of the consultant.

M. Consultant Personnel Assigned to the Village of Oak Park Account(s)

The Village reserves the right to accept or reject any staff designated by the Consultant. The Consultant shall request approval for substituting any key staff identified in the RFQ. If no suitable replacement staff is provided, the Village reserves the right to terminate the agreement.

N. Confidentiality

The Consultant shall keep the Village's employee and all related data confidential.

O. Insurance Requirements

The selected Consultant must purchase and maintain for the length of the agreement, the lines of insurance described in this section. All insurance coverage shall be on an occurrence basis. The Consultant shall provide evidence of such insurance to the Village together with its proposal, and will provide evidence that the Village has been added as a named insured, where applicable, before commencement of the services and on an annual basis thereafter. Certificates of Insurance shall contain a clause stating that the coverage afforded by the policies listed will not be canceled or materially altered, except after forty-five (45) days advance written notice to the Village. The Consultant shall secure the following endorsements to each of the required policies: "It is understood and agreed that the insurance company will give not less than forty-five (45) days advance written notice of any cancellation or material change under any of these policies to the Village of Oak Park. *"In the event that such notice is not given to the Village of Oak Park at least forty-five (45) days prior to cancellation or material change, the policy will continue in full force and effect for the benefit of the Village as if such*

change or cancellation had not occurred." The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law:

(a) **Commercial General Liability:**

i. Coverage to include, Broad Form Property Damage, contractual and Personal Injury.

ii. Limits:

General Aggregate \$ 2,000,000.00

Each Occurrence \$ 1,000,000.00

Personal Injury \$ 1,000,000.00

iii. Coverage for all claims arising out of the Proposer's operations or premises, anyone directly or indirectly employed by the Proposer.

(b) **Professional Liability:**

i. Per Claim/Aggregate \$2,000,000.00

ii. Coverage for all claims arising out of the Consultant's operations or premises, anyone directly or indirectly employed by the Consultant, and the Consultant's obligations under the indemnification provisions of this Agreement to the extent same are covered.

(c) **Workers' Compensation:**

i. Workers' compensation insurance shall be in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees who perform work pursuant to the agreement, and in case work is subcontracted, the Consultant shall require each subconsultant similarly to provide Workers' Compensation Insurance. In case employees engaged in hazardous work under this Agreement are not protected under said worker's compensation insurance, the Proposer shall provide, and shall cause each subconsultant to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

(d) **Comprehensive Automobile Liability:**

i. Coverage to include all owned, hired, non-owned vehicles, and/or trailers and other equipment required to be licensed, covering personal injury, bodily injury and property damage.

ii. Limits:

Combined Single Limit \$1,000,000.00

(e) **Umbrella:**

i. Limits:

Each Occurrence/Aggregate \$2,000,000.00

(f) The Village, its officers, officials, employees and agents shall be named as additional insureds on all insurance policies set forth herein except Workers' Compensation and Professional Liability. The Consultant shall be responsible for the payment of any deductibles for said insurance policies. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officers, officials, employees and agents.

The Consultant understands and agrees that any insurance protection required by the agreement or otherwise provided by the Consultant shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village, its officers, officials, employees and agents as herein provided.

P. Hold Harmless and Indemnity

Notwithstanding any limitations or restrictions applicable to any insurance or bonds required hereunder, the Consultant shall defend, indemnify and hold the Village of Oak Park and its officers, officials, employees, and agents harmless from and against any and all liability, loss, damage, claim, payment or expense, including attorney fees, which the Village or its officers, officials, employees, and agents may incur resulting from or arising out of any error or omission in the performance of the agreement by the Consultant, including, without limitation, errors or omissions in the handling, accounting for, or transferring of funds, or to work, services or systems or products provided in the performance of the agreement by the Consultant or its employees, agents, servants, associates, Consultants, subconsultants, or assignees.

Q. Tentative Schedule

Below is a tentative schedule for the request for qualifications, evaluation of responses, selection and approval of on-call Consultant(s):

VOP issues RFQ	Dec. 7, 2022
Questions due at noon by	Dec. 14, 2022
Qualifications due to Building Maintenance Division	Dec. 30, 2022 2:00 p.m.
Review	Jan. 3-6, 2023
Interviews if deemed necessary	Jan. 9-13, 2023
Recommend Agreement Approval of consultant pool	Jan. 13, 2023
Board Approval of consultant pool	Feb. 6, 2023

Section II. Scope of Services

The Village is requesting statement of qualifications (SOQ) from multi-disciplined architectural/engineering consultants for on-call task order professional engineering services for Building Improvement Fund projects. Selected consultants would support Village staff in areas where assistance is required due to workload or due to specialized technical requirements of certain projects.

Selected consultant(s) will still be able to submit proposals for any projects the Village chooses not to utilize the on-call list. This on-call list will only be utilized for locally funded engineering tasks and does not apply to federally funded engineering projects/phases.

The on-call consultant(s) shall provide staffing and other resources on an as-needed basis for professional architectural and/or engineering services that may include, but are not limited to:

- Grant writing and assistance
- Design engineering of mechanical, electrical, plumbing, structural and renovation projects
- Construction/project management
- Assistance with project budgeting for future years
- Assistance in preparing life-cycle cost and payback analyses

Individual task order assignments will be designated to only one of the firms from the pool of selected on-call consultants.

For each task performed, the on-call consultant will develop and submit a specific scope of work and fee estimate to the Village of Oak Park for negotiation and approval prior to the start of any work.

While the final determination of which Building Improvement Fund projects will be implemented during the term of the contract is not yet determined, the Village's most recent 5-year Capital Improvement Plan can be downloaded from the Village's website at:

https://www.oak-park.us/sites/default/files/budgets/2023/fy23-27_adopted_cip.pdf

For the immediate future, potential task orders include architectural services for the bunk room renovations project at the main fire station, the new emergency egress balcony construction on the 2nd floor of the north fire station, and roof repairs at the south fire station. A complete list of all CIP Building Improvement Fund projects for 2023 is included in this RFQ at the end of this Section.

SOQ Submittal Instructions

- Consultants eligibility to submit SOQ:
 - Licensed with the state of Illinois as a Professional Design Firm, and listed in good standing with the Office of the Illinois Secretary of State.
 - Shall have a presence in the greater Chicagoland area.
 - Staff shall be managed by personnel with the appropriate licensing (e.g. P.E., S.E., P.G.)
- Village Selection Team

The Building Maintenance Division will utilize a selection team of Public Works and Engineering staff members to be part of the process to review all the consultant SOQ's received for the RFQ process. Evaluation will be based on criteria outlined herein which may be weighted by the Village in a manner it deems appropriate.
- SOQ evaluation- A Qualifications Based Selection (QBS) methodology will be utilized according to the Village's purchasing policy. The Village will consider all the material submitted by each Consultant, and other relevant material it may otherwise obtain, to determine whether the proposer is capable of and has a history of successfully completing agreements of this type; criteria includes, but is not limited to:
 - Firm Experience and Municipal Experience
 - The Village may contact references directly to inquire about the quality and type of services currently being provided to other customers.
 - Staff Capabilities
 - The Village will assess the experience and relevant knowledge of the proposed dedicated team of personnel.
- SOQ Outline: Submittals are requested to cover all of the aforementioned services. Excluding the required Village forms it is encouraged for the consultant to limit SOQ length to 10 pages. Submittals shall include the following information:
 - 1) Information about the consultant firm: Include a listing of different services offered and include any specialized licenses, accreditations, etc. held by staff (for example, LEED AP). Summarize how the consultant is qualified to assist in meeting the Village's goals for the contract. Describe the consultant's capabilities, strengths and relevant experience in municipalities with building infrastructure similar in character to Oak Park.
 - 2) Organization Chart & Key Staff: Provide listing of key staff assigned to the contract along with a brief summary of their relevant experience and qualifications and note location of offices for key staff. Include a team

organization chart indicating the key staff and their areas of involvement. Staff resumes do not count towards page total.

- 3) Staff Experience: An outline of each individual's personal experience on projects of a similar nature, including size of the project, role of the individual, areas of responsibility, level of involvement and time assigned to the project.
 - 4) Consultant Firm's Experience: List other contracts awarded to consultant most comparable to the work described in the scope of services. Please provide contact name, address and telephone number.
 - 5) Any objections to any terms of the request for proposal.
 - 6) Attach hourly rate schedule for various classifications in your organization, as well as your proposed standard multiplier and overhead rate to be used for non-task order services. Final rates and multipliers will be negotiated with the most qualified firms recommended for selection.
- Interviews: The Village may, at its sole option, conduct interviews and/or site visits as part of the final selection process.

**Oak Park 2023 Building Improvement fund
Project
List**

Last Update: 12/5/22

Location	Project	Budget	Notes
All	Property Condition Assessment (PCA) Renewals	\$ 25,000.00	Village had PCAs done previously for all buildings. Oldest is from 2015 for Village Hall. This project involves conducting new PCAs for all locations including incorporating energy audits for each location.
All	Energy Audit	\$ 80,000.00	

Fire Sta. 1	Bunk Room Modifications/Renovations	\$ 240,000.00	Includes new alerting system for the Fire Dept. (est. at \$50,000). "Loose" unofficial scope/plan was bid out in early 2022. Bids ranged from \$40K to \$200K. Fire Dept. has provided more detailed narrative/plan of what is desired. Need architect to provide final plans/specs/drawings for permitting process and bidding.
Fire Sta. 1	AC Unit Replacement	\$ 25,000.00	Scheduled for replacement in 2023: condensing units, compressors and associated components for two AC systems. In 2024, the following items would be replaced: domestic water heater (\$5,000), exhaust fans (\$15,000), fire alarm panel and carbon monoxide (CO) detectors (\$15,000) and sprinkler pipe sections (\$10,000).
Fire Sta. 1	Replace Men's Showers (Design only)	\$ 10,000.00	This project involves renovating the 2nd floor men's shower area at the main fire station to install new showers and allow for more space and a separate area for more women's showers. \$10,000 is for design only. \$40K is ear-marked for 2024.
Fire Sta. 2	Egress for Second Floor	\$ 50,000.00	This project involves removing one window in the kitchen area on the second floor and installing a new egress point (doorway with exterior landing) for life safety purposes. Structural and masonry work would be included.

Fire Sta. 2	New Geothermal System	\$ 350,000.00	\$25K for design; \$25K for environmental; \$300K for construction
Fire Sta. 3	Roof Repairs	\$ 200,000.00	
PWC	BAS Upgrades	\$ 90,000.00	
PWC	HVAC Air and Fan Motor Balancing and Monitoring	\$ 30,000.00	
PWC	Locker Room Upgrades	\$ 100,000.00	
PWC	New Exterior and Overhead Doors	\$ 30,000.00	
PWC	Utility Piping Replacements	\$ 25,000.00	Could be bid out as one project with one plumbing contractor. Design plans for this are already done and project is being bid on Wed., Dec. 14th.
PWC	Wash Bay Floor Drain Upgrades	\$ 175,000.00	
Village Hall	Electrical Upgrades (Design/assessment)	\$ 25,000.00	\$250,000 in 2024 for construction
Village Hall	Ventilation Improvements Employee Lounge Restrooms	\$ 35,000.00	This project most likely not be needed.
Metra	Safety and Security Improvements	\$ 45,000.00	Challenges include coordination with Metra, CTA, VOP and Union Pacific.
	TOTAL:	\$ 1,535,000.00	



RESPONDENT CERTIFICATION

PROPOSAL SIGNATURE: _____

State of _____)

County of _____)

TYPE NAME OF SIGNEE

being first duly sworn on oath deposes and says that the Respondent on the above proposal is organized as indicated below and that all statements herein made on behalf of such Respondent and that this deponent is authorized to make them, and also deposes and says that he has examined and carefully prepared their bid proposal from the Contract Exhibits and Specifications and has checked the same in detail before submitting this proposal or bid; that the statements contained herein are true and correct.

Signature of Respondent authorizes the Village of Oak Park to verify references of business and credit at its option.

Signature of Respondent shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgments.

Dated _____

Organization Name

(Seal - If Corporation)

By _____

Authorized Signature

Address

Telephone

Subscribed and sworn to before me this _____ day of _____, 2022.

In the state of _____. _____
Notary Public

My Commission Expires: _____

(Fill Out Applicable Paragraph Below)

(a) Corporation

The Respondent is a corporation, which operates under the legal name of

and is organized and existing under the laws of the State of

_____.

The full names of its Officers are:

President _____

Secretary _____

Treasurer _____

The corporation does have a corporate seal. (In the event that this bid is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) Partnership

Name, signature, and addresses of all Partner

The partnership does business under the legal name of

_____ which name is registered with the office of
_____ in the county of _____
in the state of _____.

(c) Sole Proprietor

The Respondent is a Sole Proprietor whose full name is _____.

If the Respondent is operating under a trade name said trade name is
_____ which name is registered with the office of
_____ in the county of _____ in the state of
_____.

Signed _____

Sole Proprietor



Attachment I.

RESPONDENT CERTIFICATION

_____, as part of its bid on a contract for
(name of Respondent)

statement of qualifications (SOQ) from multi-disciplined architectural / engineering consultants as eligible to submit on proposals with the Village for on-call professional engineering services, hereby certifies that said Respondent is not barred from bidding on the aforementioned contract as a result of a violation to either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes or Section 2-6-12 of the Oak Park Village Code relating to "Bidding Requirements".

By: _____
(Authorized Agent of Respondent)

Subscribed and sworn to
before me this ____ day
of _____, 2022

(Notary Public)



Attachment II.

TAX COMPLIANCE AFFIDAVIT

_____, being first duly sworn, deposes and says:

that he/she is _____ of
(partner, officer, owner, etc.)

_____.
(bidder selected)

The individual or entity making the foregoing proposal or proposal certifies that he/she is not barred from entering into an agreement with the Village of Oak Park because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the proposal or proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the municipality to recover all amounts paid to the individual or entity under the agreement in civil action.

By:

Its:

(name of bidder if the bidder is an individual)
(name of partner if the bidder is a partnership)
(name of officer if the bidder is a corporation)

The above statement must be subscribed and sworn to before a notary public.

Subscribed and sworn to before me this _____ day of _____, 2022.

Notary Public's Signature

- Notary Public Seal -

Minority Business and Women Business Enterprises Requirements

The Village of Oak Park in an effort to reaffirm its policy of non-discrimination, encourages and applauds the efforts of bidders and subConsultants in taking affirmative action and providing Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

Reporting Requirements

The following forms must be completed in their entirety, notarized and included as part of the statement of qualification document. Failure to respond truthfully to any question on the list or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of your statement of qualifications.



Attachment III.

ORGANIZATION OF BIDDING FIRM

Please fill out the applicable section:

A. Corporation:

The Consultant is a corporation, legally named _____ and is organized and existing in good standing under the laws of the State of _____. The full names of its Officers are:

President _____

Secretary _____

Treasurer _____

Registered Agent Name and Address: _____

The corporation has a corporate seal. (In the event that this Bid is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

B. Sole Proprietor:

The Consultant is a Sole Proprietor. If the Consultant does business under an Assumed Name, the

Assumed Name is _____, which is registered with the Cook County Clerk. The Consultant is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

C. Partnership:

The Consultant is a Partnership which operates under the name _____

The following are the names, addresses and signatures of all partners:

Signature

Signature

(Attach additional sheets if necessary.) If so, check here _____.

If the partnership does business under an assumed name, the assumed name must be registered with the Cook County Clerk and the partnership is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

D. Affiliates: The name and address of any affiliated entity of the business, including a

description of the affiliation: _____

Signature of Owner



Attachment IV. Compliance Affidavit

I, _____ being first duly sworn on oath depose and state as follows:

(Print Name)

1. I am the (title) _____ of the Proposing Firm ("Firm") and am authorized to make the statements contained in this affidavit on behalf of the Firm.
2. The Firm is organized as indicated on Exhibit A to this Affidavit, entitled "Organization of Proposing Firm," which Exhibit is incorporated into this Affidavit as if fully set forth herein.
3. I have examined and carefully prepared this proposal based on the Request for Qualifications and verified the facts contained in the proposal in detail before submitting it.
4. I authorize the Village of Oak Park to verify the Firm's business references and credit at its option.
5. Neither the Firm nor its affiliates¹ are barred from proposing on this project as a result of a violation of 720 ILCS 5/33E-3 or 33E-4 relating to bid rigging and bid rotating, or Section 2-6-12 of the Oak Park Village Code related to "Proposing Requirements".
6. The Proposing Firm has the M/W/DBE status indicated below on the form entitled "EEO Report."
7. Neither the Firm nor its affiliates is barred from agreement with the Village of Oak Park because of any delinquency in the payment of any debt or tax owed to the Village except for those taxes which the Firm is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. I understand that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the Village of Oak Park to recover all amounts paid to the Firm under the agreement in a civil action.
8. I am familiar with Section 13-3-2 through 13-3-4 of the Oak Park Village Code relating to Fair Employment Practices and understand the contents thereof; and state that the Proposing Firm is an "Equal Opportunity Employer" as defined by Section 2000(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference. **Also complete the attached EEO Report or Submit an EEO-1.**
9. I certify that the Consultant is in compliance with the Drug Free Workplace Act, 41 U.S.C.A, 702.

¹ Affiliates means: (i) any subsidiary or parent of the bidding or contracting business entity, (ii) any member of the same unitary business group; (iii) any person with any ownership interest or distributive share of the bidding or contracting business entity in excess of 7.5%; (iv) any entity owned or controlled by an executive employee, his or her spouse or minor children of the bidding or contracting business entity.

Signature: _____ Printed Name _____

Name of Business: _____ Your Title: _____

Business Address: _____

(Number, Street, Suite #)

(City, State & Zip)

Telephone: _____ Fax: _____ Web Address: _____

Subscribed to and sworn before me this _____ day of _____, 2022.

Notary Public

M/W/DBE STATUS AND EEO REPORT

1. Consultant Name: _____

2. Check here if your firm is:

☐ Minority Business Enterprise (MBE) (A firm that is at least 51% owned, managed

Failure to respond truthfully to any questions on this form, failure to complete the form or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. For assistance in completing this form, contact the Department of Public Works at 708-358-5700.

and controlled by a Minority.)

☐ Women's Business Enterprise (WBE) (A firm that is at least 51% owned, managed and controlled by a Woman.)

☐ Owned by a person with a disability (DBE) (A firm that is at least 51% owned by a person with a disability)

☐ None of the above

[Submit copies of any W/W/DBE certifications]

3. What is the size of the firm's current stable work force?

_____ Number of full-time employees

_____ Number of part-time employees

4. Similar information will be requested of all subConsultants working on this agreement. Forms will be furnished to the lowest responsible Consultant with the notice of agreement award, and these forms must be completed and submitted to the Village before the execution of the agreement by the Village.

Signature: _____

Date: _____

EEO REPORT

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this proposal. An incomplete form will disqualify your proposal. For assistance in completing this form, contact the Purchasing Department at 708-358-5473.

An EEO-1 Report may be submitted in lieu of this report

Consultant Name _____

Total Employees _____

Job Categories	Total Employees	Total Males	Total Females	Males				Females				Total Minorities
				Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	
Officials & Managers												
Professionals												
Technicians												
Sales Workers												
Office & Clerical												
Semi-Skilled												
Laborers												
Service Workers												
TOTAL												
Management Trainees												
Apprentices												

This completed and notarized report must accompany your Proposal. It should be attached to your Affidavit of Compliance. Failure to include it with your Proposal will be disqualify you from consideration.

_____, being first duly sworn, deposes and says that he/she is the _____
 (Name of Person Making Affidavit) (Title or Officer)

of _____ and that the above EEO Report information is true and accurate and is submitted with the intent that it

be relied upon. Subscribed and sworn to before me this _____ day of _____, 2022.

 (Signature)

 (Date)



Attachment V.

No Proposal Explanation

If your firm does not wish to submit qualifications, please provide us with Attachment V and include in the space below any comments you may have concerning this proposal or any related factors that prevented you from submitting a response.

Project Name: *Request for Qualifications for On-Call Professional Architectural /
Engineering Services Contract*

Date Issued: December 7, 2022

Comments: