



DLR Group

Architecture Engineering Planning Interiors

May 22nd, 2017

Kindergarten @ Sullivan Center

Next Steps

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Design Process

1

Schematic Design

2

Design Development

3

Construction Documents

4

**Bidding / Construction
Administration**

Schematic Design: 15%

Concept(s) take shape: May – July 2017

Generally speaking, Schematic Design includes:

- 1) Review/establishment of the program (what you are building to)
- 2) Conceptually layout the facility, it's adjacencies and connections for District review.
- 3) Balance Quality, Cost and Size (District, DLR Group and CM TBD)
- 4) Work with the Park District in accordance with the IGA
- 5) Work with the District's Civil Engineer to identify issues/opportunities
- 6) Approve a Schematic Design (1) for development.

Schematic Design

Concept(s) take shape: May – July 2017

Milestone Activities include:

- 1) Partnering meeting(s) with the Park District, Library and Village.*
- 2) Design Co-Lab (workshop)
- 3) Tours of similar facilities in Chicagoland
- 4) Board update in June
- 5) Hiring a Construction Manager (ASAP)
- 6) Special Board meeting may be required to approve SD

** Additional services may be required pending the direction.*

Design Development: 20%

Design in focus: August – September 2017

Generally speaking, Design Development includes:

- 1) Continued design of the selected option with updated Costs (DLR Group and CM).
- 2) More detailed layouts of systems, typical construction details and outline specifications.
- 3) Balance Quality, Cost and Size (District, DLR Group and CM TBD)
- 4) Drawings include: Plans, Elevations, System Diagrams, Typical Details.

Design Development: 20%

Design in focus: August – September 2017

Milestone Activities include:

- 1) Continued design work with updated Costs (DLR Group and CM).
- 2) Meetings with Authorities Having Jurisdiction (AHJ) and partners.
- 3) Board update (August)
- 4) Board Approval of DD and Cost Estimate (fix fee to Lump Sum)

Construction Docs: 40%

Documents for Bid: October – January 2018

Generally speaking, Construction Documents include:

- 1) Documenting design decisions
- 2) Plans, elevations, sections, details and specifications are prepared for bid phase.
- 3) Cost estimate verification prior to bid (CM) and any Value Engineering / Alternate bids established.

Construction Docs: 40%

Documents for Bid: October – January 2018

Milestone Activities include:

- 1) Consultant Coordination / DLR Group work
- 2) Board Update (November / December)
- 3) Any related work with AHJ prior to permit submittal

Bidding: 5%

Bid: February 2018

Generally speaking, Bidding is led by your Construction Manager; DLR Group will:

- 1) Turning over bid documents for CM packaging and distribution
- 2) Answering Requests for Information (RFIs)
- 3) Attending pre-bid and scope review meetings
- 4) Making recommendations to the District re: lowest responsible bidder in concert with CM.

Bidding: 5%

Bid: February 2018

Milestone Activities include:

- 1) Board presentation of Bids for Approval

Construction Administration: 20%

Build: April 2018 -

Generally speaking, our role in Construction Administration is to ensure compliance with the design and documentation. Activities include, but aren't limited to:

- 1) Site visits at intervals appropriate to the progress of the work
- 2) Respond to RFIs
- 3) Make recommendations to the District should work need rejection/remediation.
- 4) Issue clarifications or interpretations to the contractor(s)
- 5) Final decision maker on aesthetic interpretations of the design.

Construction Administration: 20%

Build: April 2018 -

Continued...

- 6) Approve payment applications
- 7) Approve change order requests
- 8) Shop drawings
- 9) Issue clarifications or interpretations to the contractor(s)
- 10) Final decision maker on aesthetic interpretations of the design.
- 11) Declare substantial completion
- 12) Punchlisting of non-conforming items for repair/remedy

Construction Administration: 20%

Build: April 2018 -

Important notes:

The architect shall not be in control over, charge of or be responsible for:

- 1) Means, Methods and Construction Techniques
- 2) Sequences or procedures
- 3) Safety
- 4) Failure of a Contractor to perform

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