



## CONSTRUCTION MANAGEMENT SERVICES

Qualifications Document Prepared for

### WARRENVILLE PUBLIC LIBRARY DISTRICT

FEBRUARY 2016





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Prepared for  
**WARRENVILLE PUBLIC LIBRARY DISTRICT**  
**INTERIOR RENOVATION**

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## Warrenville Public Library District Executive Summary

### Listen to and Understand the Owner's Priorities

One of the keys to the success of our company has been the fact that we listen to our clients and make sure their priorities are being addressed. This project is not about the design and construction team's desires. Our focus will be understanding and protecting your interests.

### Understand Library Construction

Shales McNutt Construction has worked with thirteen different Library Districts on 32 projects in the past several years. We have also worked extensively with Product Architecture + Design. We not only have experience building and renovating libraries, but also a great working relationship with your architect.

### Cost Control

We understand that cost control is a top priority for virtually every project. Solid cost control includes accurate budgets, well thought-out and communicated trade scopes of work, competitive bidding of all trades from qualified bidders and close supervision of the work as it is being built. Our team has a proven process and an excellent track record of controlling costs from start to finish for our clients.

### Renovations Within Occupied Facilities

Over 76% of our projects over the past 5 years include work within or adjacent to occupied facilities, from surgical suites to schools to libraries. Our team has the experience to not only plan the successful completion of the work, but also to communicate the plan to bidding contractors, establish expectations up front, minimize surprises, and execute the plan with great success.

### Develop Reliable Schedules

A critical element to all projects is to make sure that construction schedules are accurate, dependable, and adhered to. We understand what a tremendous responsibility it is for public officials to make informed decisions and commit to reasonable expectations. Our track record is a testament to our ability to provide reliable information to our clients.

### Hands-On Approach to Site Management

Our team is experienced in hands-on construction. We are accustomed to knowing the responsibilities of each trade contractor and helping them facilitate their completion. We understand how materials and team members come together to build a quality project. This hands-on approach identifies concerns early, seeks resolution promptly, and maintains, if not improves, project schedules.

"We have been especially pleased with [SMC's] **intense attention to timing**, with completion slightly ahead of schedule."

Rick J. Ashton  
Director  
Downers Grove Public Library



Downers Grove  
Public Library

## Basic Information

Firm Name: [Shales McNutt Construction](#)

Primary Contact:

Steve Hendrickson, Chief Operating Officer  
[shendrickson@shalesmcnutt.com](mailto:shendrickson@shalesmcnutt.com)  
Phone (847) 622-1214 | Cell (224) 629-0008

### Office Location

425 Renner Drive  
Elgin, Illinois 60123  
P (847) 622-1214  
F (847) 622-1224

[shalesmcnutt.com](http://shalesmcnutt.com)

## Firm Profile

Foundation: [Established in 1983, expansion of services/name change in 2001](#)

Controlling Ownership: [John McNutt, Mike Shales, John Shales and Steve Hendrickson](#)

Type of Company: [Limited Liability Company \(LLC\)](#)

Safety: [All key personnel are OSHA 30 hour certified](#)

Firm History: [Our organization has been in continuous operation as a construction manager and general contractor since 1983. Founded as Seagren/Shales, Inc., we became Shales McNutt LLC in 2001 when we switched from a corporation to a limited liability company, and to reflect the elevation of John McNutt to a partnership role.](#)

### Company Personnel:

President – John Shales, LEED AP, ASHE HCC

Vice President – John McNutt, P.E.

Chief Operating Officer – Steve Hendrickson, ASHE HCC

Chief Financial Officer – Mike Shales, C.P.A.

Senior Project Manager – William Wilson, S.E., LEED AP

Contract Administrator – 1

Project Managers – 2

Senior Superintendents – 4

Carpenters / Laborers – depends on workload

### Current Workload:

The Shales McNutt team is available to start on this project immediately. Our current workload for fall 2016/spring 2017 is not fully realized and we are more than capable of taking on this project. Not only does this type of project match the work we have been doing, it fits in our schedule very well.

## Proposed Key Project Personnel



**Senior Project Manager**  
**Steve Hendrickson, Partner, C.O.O.**

Steve's role from the start of design to the completion of the work is to plan and manage the construction process. He has a great deal of experience working in occupied facilities. From the earliest stages of design, he will begin to develop solid cost estimates and construction phasing plan. He will also be the person to oversee the communications within the entire team. Some of these communication tasks include; confirming that bidders understand the scope of work that is expected of them, that they understand the design documents through the submittal process, that both architect and owner representatives are kept informed of the progress of the work, and that all final testing and owner instruction on new systems takes place at the appropriate time.

**Steve's Relevant Work Experience:**

- Arlington Heights Memorial Public Library—renovation project
- Indian Trails Public Library—addition/renov. (currently in pre-construction)
- Barrington Area Library—addition and renovation
- Gail Borden Public Library—building renovation
- Downers Grove Public Library—renovation project
- Glenside Public Library—renovation project
- Huntley Public Library District—3 projects
- Byron Public Library—new facility



**On-Site Superintendent**  
**Jim Kuhn**

Jim will be the day to day person over-seeing the construction work on-site. He is a carpenter by trade and understands how materials and systems come together. Jim is an incredibly organized and motivated person. These attributes serve his projects by ensuring they are completed efficiently while maintaining a high level of quality. His hands-on nature keeps him in the midst of the actual construction activities making sure that the work is being performed correctly and safely. He will also work on the day to day schedule to ensure that the overall project schedule is being maintained.

**Jim's Relevant Work Experience:**

- Arlington Heights Memorial Public Library—renovation project
- Barrington Area Library—addition/renovation
- Glenside Public Library—renovations
- DeKalb Public Library—addition and renovations
- Greater Elgin Family Care Center, Elgin—renovations
- One Hope United, Joliet—renovations



### Project Oversight

John Shales, Partner, President

John will provide support to Jim and for this project. He will draw on his experience not only with construction of library facilities but also his extensive experience with renovation of occupied facilities. John understands the library's need for dependable information on which to base decisions. He will lead the effort to ensure the accuracy of cost projections, durations, phasing and quality expectations. Our team understands the tremendous responsibility for the library to spend public funds wisely.

#### John's relevant work experience:

- Arlington Heights Memorial Public Library—2 renovation projects
- Indian Trails Public Library—addition/renov. (currently in pre-construction)
- Barrington Area Library—4 projects (including addition and renovation)
- Glen Ellyn Public Library—renovation
- Gail Borden Public Library—Rakow Branch plus 4 other projects
- Algonquin Public Library—2 projects
- Byron Public Library—new facility
- Judson University—HAWAC / Browne Library
- Huntley Public Library District—3 projects

### Support Team



Contract Administrator and  
Project Accounting  
Mike Shales, C.F.O.



Contract Administration Support  
Darlene Barrer

**STAFF****Steve Hendrickson C.O.O.**

Steve joined the Shales McNutt team in 2003 after 23 years of diverse commercial construction experience. Prior to coming onboard with Shales McNutt, Steve held project manager and superintendent positions at other large commercial contractors in the Chicago area. Highlights in Steve's career include building a \$27 million CTA station and pedestrian walkway at Midway Airport; constructing several commercial and educational projects; and his position as project manager for Willow Creek Community Church in South Barrington, IL where he was involved in over \$85 million in projects. Steve's strengths include project scheduling and estimating as well as team building for the various projects he has been associated with. Steve's knowledge and drive for success benefit the entire Shales McNutt team. Projects Steve has been instrumental on are as follows:

**EDUCATIONAL PROJECTS**

Rochelle CCDS 231 – Rochelle, IL

- New Elementary School

Sycamore SD 427 – Sycamore, IL

- North Grove Elementary
- Addition to existing Middle School
- Additions and renovations to elem. schools

Saratoga School District 60C – Saratoga, IL

- Additions and renovations to K-8 school

CUSD 301 – Burlington, IL

- Prairie View and H.B. Thomas classroom addition
- High School stadium seating/track reconstruction
- Prairie Knolls Middle School
- Country Trails Elementary School
- Central High School addition and admin. renovation

CUSD 158 – Huntley, IL

- 225 acre site development
- Conley and Mackeban Elementary facilities
- Administrative and transportation facility

**COMMERCIAL PROJECTS**

Artspace Lofts – Elgin, IL

Grand Victoria Casino, Prime Burger Bar – Elgin, IL

Givaudan Flavors – Elgin, IL

Lakewood Commons – Lakewood, IL

**HEALTH CARE PROJECTS**

Bob and Edna Meadows Regional Cancer Care Center

LivingWell Cancer Resource Center – Geneva, IL

Visiting Nurses Association – Elgin, IL and Aurora, IL

McHenry Community Health Center – McHenry, IL

Provena St. Joseph Hospital – Elgin, IL

- Renovation to 4th FL patient/physical rooms
- Renovation to 2nd FL ICU Waiting Room areas

Fox Valley Orthopaedic Institute – Geneva, IL

- Surgicenter expansion & Soderquist Court renov.

Edward Hospital – Naperville, IL and Warrenville, IL

Sherman Hospital – Algonquin, IL

- Urgent care expansion and remodel

Central DuPage Hospital

**MUNICIPAL PROJECTS**

Barrington Public Library – Barrington, IL

Byron Public Library (LEED-Gold) – Byron, IL

Arlington Heights Memorial Library – Arlington Heights

Glenside Public Library – Glendale Heights, IL

Huntley Area Public Library – Huntley, IL

Bowes Creek Country Club – Elgin, IL

City of Elgin Veteran's Memorial – Elgin, IL

Fulton Street Parking Structure – Elgin, IL

Elgin Fire Station #6 – Elgin, IL

Elgin Child and Family Resource Center – Elgin, IL

US Postal Service Distribution Center – Chicago, IL

CTA Station and Pedestrian Walkway, Midway Airport

PACE Bus Systems – Schaumburg, IL

**RELIGIOUS PROJECTS**

Willow Creek Community Church – South Barrington, IL

The Salvation Army – Joliet, IL

The Chapel – Barrington and Libertyville, IL

First Presbyterian Church – Downers Grove, IL

South Park Church – Park Ridge, IL

**STAFF****Jim Kuhn SUPERINTENDENT**

Jim Kuhn is a carpenter by trade who has worked his way up from an apprentice to a project superintendent and has over 20 years of experience in construction. The majority of work he has completed has been performed in and around occupied facilities from hospitals to schools. His drive to get projects done on time while still achieving a high degree of quality has earned him a great deal of respect from customers and trade contractors. Jim's enthusiasm for his work becomes a contagious, positive force on his job sites. He is very detail oriented and a great communicator with clients as well as contractors. Some of the projects Jim has had a leadership role include:

**HEALTH CARE PROJECTS**

Greater Elgin Family Care Center – Elgin, IL

- Slade Avenue renovations

Greater Elgin Family Care Center – Wheeling, IL

- Creekside renovations

Delnor Community Hospital – Geneva, IL

- Miscellaneous renovations

Provena St. Joseph Hospital – Elgin, IL

- Miscellaneous renovations

Cadence Health – Winfield, IL

- Dermatology Suite
- IT Area upgrades
- Cardiology Suite renovations

**HIGHER EDUCATION PROJECTS**

Elgin Community College – Elgin, IL

- Multipurpose Classroom Facility
- HBT Vestibule project
- Spartan Drive Monument Sign
- Visual and Performing Arts Center
- Business Industrial Center

Kishwaukee College – Malta, IL

- Student Center
- Campus Operations Building
- Site infrastructure improvements

College of DuPage – Glen Ellyn, IL

- Technology Education Center

Illinois Youth Center

- Detention facility upgrades

**EDUCATIONAL PROJECTS**

Joliet Early Learning Center, One Hope United

- Complete interior renovation

Community Unit School District 427 – Sycamore, IL

- North Grove Elementary School
- Addition and renovation to middle school
- Additions to three elementary schools
- Life-safety work to elementary school
- Life-safety work to high school
- Interior renovation to admin. building

**MUNICIPAL PROJECTS**

Arlington Heights Memorial Library

- Complete interior renovation

Glenside Public Library

- Interior renovations

Barrington Public Library

- Addition and interior renovations

DeKalb Public Library

- Addition and interior renovations

Glen Ellyn Public Library

- Interior renovations

**STAFF****John Shales, LEED AP PRESIDENT**

John graduated with a degree in civil engineering from the University of Illinois at Urbana-Champaign and has over 20 years of experience in the construction industry. John has earned a reputation with customers as a very talented project manager with an eye for finding value. John's commitment to customer satisfaction has been rewarded with many long term clients who take comfort in his capacity to lead successful construction projects. As a LEED Accredited Professional, John has a keen interest and vast knowledge in sustainable construction and design. His experience and knowledge with projects seeking LEED certification is of much value to clients interested in the LEED process. John is also a member of American Society for Healthcare Engineering (ASHE) and has earned a Healthcare Construction Certificate from ASHE. A list of projects John has led are as follows:

**EDUCATIONAL PROJECTS**

Elgin Community College – Elgin, IL

- Multipurpose Classroom Facility renovation
- Public Safety and Sustainability Center

Judson University – Elgin, IL

- Harm A. Weber Academic Center (LEED-Gold)
- Lindner Center exterior improvements and multi-phase interior build-out
- Creekside West building and addition
- Entrance Bridge reconstruction
- Various site improvements and building remodels

Fox River Country Day School – Elgin, IL

**HEALTH CARE PROJECTS**

Provena St. Joseph Hospital – Elgin, IL

- Various interior renovation projects

Bob and Edna Meadows Regional Cancer Care Center

- 25,750 sf addition to Provena St. Joseph Hospital

Fox Valley Orthopedic Institute – Geneva, IL

- Surgicenter expansion and remodel
- Soderquist Court renovation

Visiting Nurse Association of Fox Valley (various projects)

McHenry Community Health Center – McHenry, IL

Edward Hospital – Plainfield, IL (various projects)

**MUNICIPAL PROJECTS**

Arlington Heights Memorial Library

- Interior Renovation to Kid's World
- Renovation throughout existing facility

Barrington Area Public Library – Barrington, IL

- Complete interior library renovation

- Circulation desk renovation
- Satellite facility

Gail Borden Public Library District – Elgin, IL

- West Branch Library (LEED-Gold)
- Main Facility 2nd Floor renovation
- Office renovations, LaTazza Café renovation

Byron Public Library (LEED-Silver) – Byron, IL

Algonquin Public Library District – Algonquin, IL

- New west side facility

- Renovation to existing facility

Pingree Grove Police Facility (LEED-Silver)

Veteran's Memorial – Elgin, IL

Fulton Street Parking Deck – Elgin, IL

Algonquin Public Library, Harnish Road – Algonquin, IL

Algonquin Public Library, Eastgate – Algonquin, IL

**NON-PROFIT PROJECTS**

Elgin Artspace Lofts – Elgin, IL

LivingWell Cancer Resource Center – Geneva, IL

Community Crisis Center – Elgin, IL

Visiting Nurse Association of Fox Valley – Aurora, IL

**RELIGIOUS PROJECTS**

Shepherd of the Prairie – Huntley, IL

First Congregational Church (renovation) – Elgin, IL

Bethany Lutheran Church – Crystal Lake

Immanuel Lutheran Church – East Dundee, IL

Cornerstone Methodist Church – Elgin, IL

Good Shepherd Lutheran Church – Elgin, IL

First Congregational Church – Crystal Lake, IL

Prince of Peace Lutheran Church – Crystal Lake, IL

**MUNICIPAL****Arlington Heights Memorial Library;  
Library Renovation****PROJECT INFORMATION**

Project Name: Library Renovation

Project Location: 500 N Dunton Avenue  
Arlington Heights, IL 60004

Project Type:

Complete interior renovation of the existing library in 10 phases. Areas renovated include; technology area, teen space, meeting rooms and study rooms. All work completed while the library facility remained occupied.

Project Architect: Product Architecture + Design, Chicago

Gross Square Feet: 60,000 sf

**CLIENT INFORMATION**

Client Name: Arlington Heights Memorial Library

Client Reference: Jason Kuhl, Executive Director

Phone: (847) 506-2612

**CONTRACT INFORMATION**

Construction Cost: \$2.1 million

Project Start: September 2012

Project Completion: March 2013

Contract Type: Construction Management



**MUNICIPAL****Downers Grove Public Library  
Interior Renovations****PROJECT INFORMATION**

Project Name:	Interior Renovations
Project Location:	1050 Curtiss Street Downers Grove, IL
Project Type:	This project included a complete interior renovation, including new finishes and casework.
Project Architect:	Product Architecture + Design, Chicago
Gross Square Feet:	60,000 sf

**CLIENT INFORMATION**

Client Name:	Downers Grove Public Library
Client Reference:	Rick Ashton, Director Phone: 630-960-1200

**CONTRACT INFORMATION**

Construction Cost:	\$2.17 million
Project Start:	April 2014
Project Completion:	September 2014
Contract Type:	Construction Management





## MUNICIPAL

### Barrington Public Library; Addition and Interior Renovation

#### PROJECT INFORMATION

Project Name:	Barrington Public Library Interior Renovations
Project Location:	505 N. Northwest Highway Barrington, IL 60010
Project Type:	This project included an exterior modification/ addition to the existing entrance as well as a com- plete interior renovation of finishes.
Project Architect:	Engberg Anderson
Gross Square Feet:	56,000 sf

#### CLIENT INFORMATION

Client Name:	Barrington Area Library
Client Reference:	Mr. Detlev Pansch, Executive Director
	Phone: 847-382-1300

#### CONTRACT INFORMATION

Construction Cost:	\$6,661,172
Project Start:	April 2013
Project Completion:	March 2014
Contract Type:	Construction Management



**MUNICIPAL****Genoa Public Library  
Addition & Interior Renovations****PROJECT INFORMATION**

Project Name: Addition and Interior Renovations

Project Location: 232 W. Main Street  
Genoa, IL

Project Type: This project included a large addition onto the existing facility on a tight site and a complete interior renovation, including new finishes and casework. The library remained in operation throughout the construction process.

Project Architect: Dewberry Architects Inc.

Gross Square Feet: 8,390 sf

**CLIENT INFORMATION**

Client Name: Genoa Public Library

Client Reference: Jen Barton, Executive Director

**CONTRACT INFORMATION**

Construction Cost: \$1.72 million

Project Start: August 2014

Project Completion: May 2015

Contract Type: Construction Management



**MUNICIPAL****Gail Borden Public Library District;  
Rakow Branch Facility****PROJECT INFORMATION**

Project Name: Gail Borden Public Library District  
Rakow Branch Facility

Project Location: 2751 Bowes Road  
Elgin, IL 60124

Project Type: Brand new library on a previously undeveloped site to serve Elgin's expanding west side.  
State-of-the-art features include a geothermal field and has earned a LEED Gold certification.

Project Architect: Engberg Anderson Design Partnership  
Gross Square Feet: 10,000

**CLIENT INFORMATION**

Client Name: Gail Borden Public Library District  
Client Reference: Carole Medal, Executive Director  
Phone: 847-429-4699

**CONTRACT INFORMATION**

Construction Cost: \$3.9 million  
Project Start: May 2008  
Project Completion: April 2009  
Contract Type: Construction Management





## MUNICIPAL

### Gail Borden Public Library; Administration and Cafe Renovations

#### PROJECT INFORMATION

Project Name: Gail Borden Public Library Cafe Renovation

Project Location: 270 N. Grove Avenue  
Elgin, IL 60120

Project Type: Phased renovation and relocation of existing  
Administrative spaces. Build-out of existing space  
into a cafe.

Project Architect: Frye Gillan Molinaro Architects

#### CLIENT INFORMATION

Client Name: Gail Borden Public Library District

Client Reference: Carole Medal, Executive Director  
Phone: 847-429-4699

#### CONTRACT INFORMATION

Construction Cost: \$1.3 million

Contract Type: Construction Management



**MUNICIPAL****Arlington Heights Memorial Library  
Kid's World Renovation****PROJECT INFORMATION**

Project Name: Kid's World Renovation

Project Location: 500 N. Dunton Avenue  
Arlington Heights, IL

Project Type: Complete interior renovation to Kid's World, including finishes, casework, and classroom, all while the library facility remained occupied.

Project Architect: Product Architecture + Design, Chicago

Gross Square Feet: 15,000 sf

**CLIENT INFORMATION**

Client Name: Arlington Heights Memorial Library

Client Reference: Brian Shepard, Director of Operations (during project)  
Current Director for the Indian Trails Public Library  
Phone: 847-279-2202

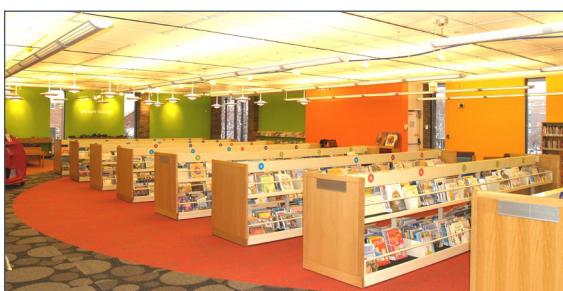
**CONTRACT INFORMATION**

Construction Cost: \$372,000

Project Start: September 2010

Project Completion: October 2010

Contract Type: Construction Management





## MUNICIPAL

### Byron Public Library

#### PROJECT INFORMATION

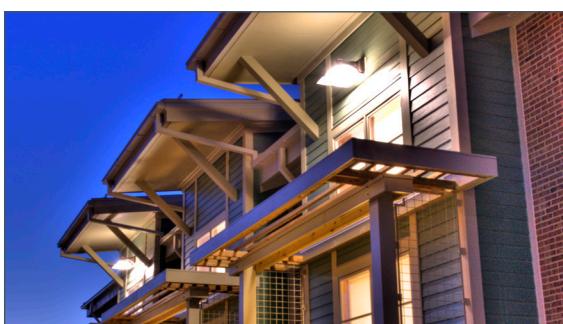
Project Name: Byron Public Library—new facility  
Project Location: Byron, IL  
Project Type: This project is a expanded facility on a new site for the city of Byron, IL. A LEED gold rated building featuring a geothermal heating and cooling system optimizing energy performance by at least 21%  
Project Architect: PSA-Dewberry/BCA  
Gross Square Feet: 27,470 sf

#### CLIENT INFORMATION

Client Name: Byron Public Library District

#### CONTRACT INFORMATION

Construction Cost: \$7.4 million  
Project Start: May 2008  
Project Completion: August 2009  
Contract Type: Construction Management





## MUNICIPAL

### Judson University Harm A. Weber Library

#### PROJECT INFORMATION

Project Name: Harm A. Weber Library & Academic Center

Project Location: Judson University Campus, Elgin, IL

Project Type: All new concrete and masonry structure employing cutting edge technology for energy efficient, environmentally friendly HVAC systems. The facility is LEED® certified at the gold level.

Project Architect: Short & Associates, London, England;  
PSA-Dewberry/BCA, Elgin, IL

Gross Square Feet: 88,000 sf

#### CLIENT INFORMATION

Client Name: Judson University

Client Reference: Dr. Gene Crume, President  
1151 N. State Street  
Elgin, IL 60123  
Phone: 847-695-2500

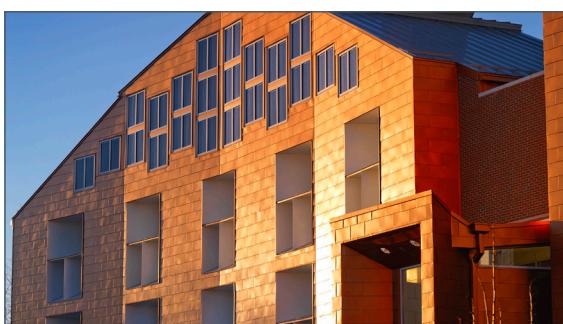
#### CONTRACT INFORMATION

Construction Cost: \$22.5 million

Project Start: May 2005

Project Completion: May 2007

Contract Type: Construction Management



**EDUCATION****Kishwaukee College  
Student Services Building****PROJECT INFORMATION**

Project Name:	Student Services Building
Project Location:	Kishwaukee College, Malta, IL
Project Type:	New construction the Student Services Building in conjunction with the new Campus Operations Building, Site Improvements and interior renovations to portions of the existing buildings.
Project Architect:	Demonica Kemper Architects
Project Size:	75,880 sf

**CLIENT INFORMATION**

Client Name:	Kishwaukee College
Client Reference:	Rob Galick, VP of Finance and Administration 21193 Malta Road Malta, IL 60150 Phone: 815-825-2086

**CONTRACT INFORMATION**

Construction Cost:	\$24.1 million
Project Start:	June 2011
Project Completion:	August 2012
Contract Type:	Construction Management



**EDUCATION****Kishwaukee College  
Interior Renovation to Existing Building****PROJECT INFORMATION**

Project Name: Interior Renovation to Existing Building

Project Location: Kishwaukee College, Malta, IL

Project Type: Renovate existing space into science classrooms, laboratories and facility offices as well as expanded existing healthcare classroom spaces.

Project Architect: Demonica Kemper Architects

Project Size: 86,300 sf

**CLIENT INFORMATION**

Client Name: Kishwaukee College

Client Reference: Rob Galick, VP of Finance and Administration  
21193 Malta Road  
Malta, IL 60150  
Phone: 815-825-2086

**CONTRACT INFORMATION**

Construction Cost: \$19.9 million

Project Start: November 2012

Project Completion: April 2014

Contract Type: Construction Management





## Project Experience—Additional Libraries

### Glen Ellyn Public Library

- Interior renovation project. Phases 1 and 2 of 3 are complete.

### Huntley Area Public Library

- Various interior renovation projects while the facility remained in operation
- Building addition and tie-in.

### Algonquin Public Library District

- New 35,000 sf west side facility.
- 20,000 sf renovation of the previous main library into a branch facility.
- Front entrance lobby renovation, including a cafe area.

### Hillside Public Library

- Lower Level renovation.

### Glenside Public Library

- Renovation of their meeting rooms (Phase 1).
- \$450k renovation on the main level (Phase 2).
- Last phase of renovation in 2015 (Phase 3).

### Indian Trails Public Library District

- Addition and interior renovation project.
- Currently in bidding stage.
- Anticipated spring 2016 construction start.

### Bartlett Public Library District

- Interior renovation project, completed 2015.

### St. Charles Public Library

- Addition and interior renovation.
- Currently in design development.
- Anticipated summer 2016 construction start.

"[SMC's] detailed and solid cost projections, as well as their insightful, valued engineering ideas, helped **keep us within our budget** while giving us interesting options."

Dr. David Sam  
President  
Elgin Community College



Elgin Community College Multipurpose Classroom

## Project Approach for Warrenville Public Library District

### Collaboration

Shales McNutt Construction will bring expertise, experience and enthusiasm to the addition and renovation project team. We will work diligently with Product Architecture + Design from day one to put in place a plan that meets the needs and desires of the Warrenville Public Library District. Based on our prior experience planning successful library additions and renovations in occupied facilities, this team will work together to provide an efficient design and construction plan. It is also important that as we review and estimate material and system selections we will evaluate them for suitability based on initial cost as well as longevity. We will provide definitive costs that determine which systems are appropriate for the project and which are not. We want to team with Warrenville Public Library District and Product Architecture + Design to find the solution that best serves the library and bring the proposed renovations to reality.

### Value Management

Managing value is an essential part of the construction management process, and is a function of the estimating and cost control activities. We will work with the Product Architecture + Design team to evaluate the materials and methods of construction that are appropriate. We will suggest alternatives to both reduce cost and/or improve quality. Our objective in the process is to help the library maximize the return on each dollar spent.

In addition to evaluating various areas of potential value during the design phase, we are committed to continuing that process and philosophy throughout the duration of the project. As the Construction Manager, we will control the construction process from start to finish but will not self-perform any of the work. In addition to being a conflict of interest, we understand there is great value in engaging local trade contractors to perform the work. This value includes not only good bids but encouraging residents of the district to be engaged in the project for the improvement of a community asset. We will solicit a minimum of three bids from qualified contractors, and confirm with the apparent low bidders their adherence to the design documents, project schedule, phasing plan, etc. This process confirms that pricing is all inclusive of the project requirements and removes "grey areas" prior to award—change order prevention. In addition to confirming scope, we will talk to the bank, bond and insurance references for each contractor to ensure they have the financial stability to complete their work. Once the construction phase has begun, our Superintendent and Project Manager will continuously look for ways to improve the project schedule and find more value, without compromising the quality and design intent of the project. Managing value gives our clients more project within the same budget.

"Our library has benefitted from SMC's commitment to detailed budgets during pre-construction as well as thorough planning of the construction phase."

Carole Medal  
Executive Director  
Gail Borden Public Library



Rakow Branch  
Gail Borden  
Public Library

### Control of Construction and On-Going Library Operations

76% of our projects in the last 5 years have involved work in and around occupied spaces. All of these projects have required a great deal of separation between occupied and construction spaces. Not only have we successfully renovated library facilities while still in operation, but we have also renovated hospital (including surgical suites) and educational facilities while insuring that daily activities were not interrupted. Upon award of the project, we will identify the critical needs of the facility and create a plan to work around them. Based on our team's experience, we will work with the library and Product Architecture + Design to develop a means to isolate the work from the on-going operations that not only meets the needs of the project spatially, but the requirements of the building infrastructure. Many times isolation of construction areas with physical barriers is relatively easy. The coordination of the infrastructure separation - power, HVAC, and plumbing - can take the greatest effort. Containing noise through early start times, providing HEPA filtered, negative air machines that prevent dust migration, and other means are standard on our renovation projects. Our team will develop the right plan for Warrenville Public Library District to separate construction activities from ongoing operations. With all of our library renovation experience, not one of our clients has had to make any of their collections inaccessible and only one client closed the library for any length of time. Our goal is to keep the library serving their district.

### SAMPLE—Phasing Diagrams

Arlington Heights Memorial Library—Phasing Plan

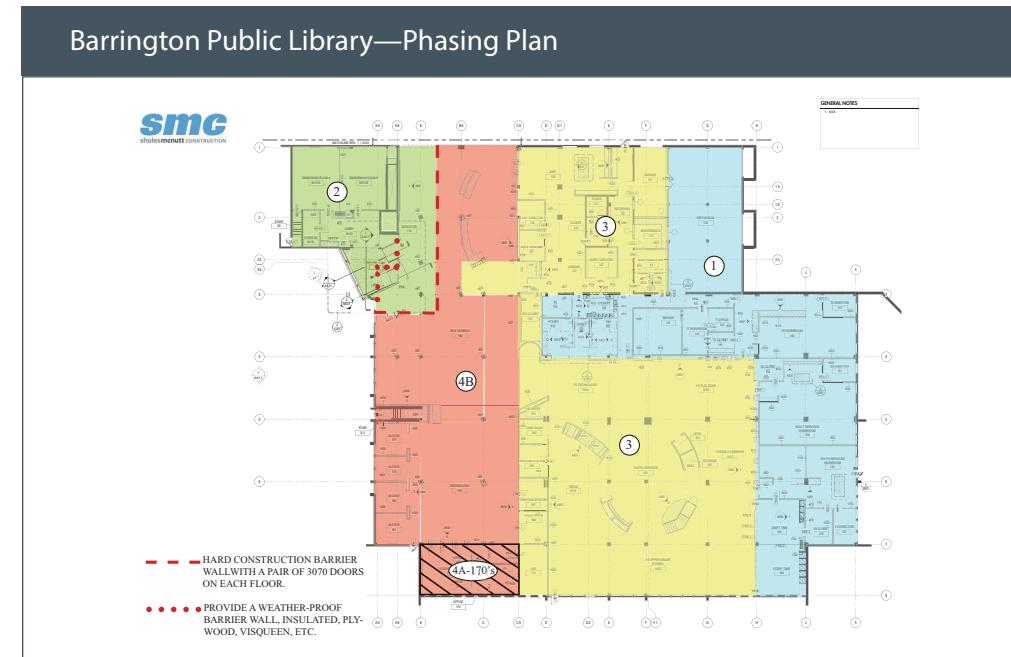


"Without a doubt,  
the selection  
of SMC was  
among the **best**  
**decisions** that  
we ever made."

Dr. Wayne Riesen  
Former Superintendent  
Sycamore CUSD 427



North Grove  
Elementary School



### Quality Control for Public Clients

Having reputable trade contractors is one of the important elements to ensure that costs, schedules and a high level of quality is going to be met. We will pre-qualify all potential bidders on the project and review the list with all team members prior to releasing drawings for bid. Our goal is to have only qualified contractors (a minimum of four) with solid reputations bidding on this work. We will then prepare trade packages with closely defined scopes of work. Our philosophy is to break the project down into as many small components as practical to insure competition on every item and to avoid multiple mark-up on bid items that some construction managers may include in other trade contractor bids. Furthermore, we prefer to have direct control over as many individual items as possible in order to avoid disruption to the schedule. The low bidders for each package will be interviewed after bidding to verify conformance with project plans, specifications and scope of work. We will also contact bank, bond, and insurance references to confirm their ability - financially and otherwise - to complete the project timely. After thorough analysis we will review the selected contracts with the owner for final approval. If we find that a contractor does not have the right scope of work or the ability to perform the work, we will document our findings and recommend that the bid be rejected. Of course the owner makes the final decision to accept or reject all bids. Based on the bidder qualification process, the competitive bidding process, and the bid review process, we will deliver the best quality trade contractors for the best possible price.

### Cost Estimating and Control

The Shales McNutt team has a proven process and an outstanding record providing accurate cost projections for our clients. In fact, it is a hallmark of our



Kishwaukee College  
Student Services

company. The following table provides a long track record for the accuracy of our cost projections. Note that although several clients chose to add scope of work to our contract, all of them remained at or below the cost projection we developed.

Refer to following page for cost projection table.

At Shales McNutt, we believe accurate cost projections are only one element to complete cost control. Since 80% of the volume of work put in place over the last 5 years has been performed for public entities, we are cognizant of the responsibility public bodies have to use the funds entrusted to them wisely. As one of the strengths of our company, we put a great deal of effort into not only providing accurate cost projections but also seeking solutions that provide real value for our clients. Our cost projections are well researched and very detailed. As a team, we will review the costs that are related to each element of the project. These cost discussions of the details of the project highlight when a project is getting away from its goals and also provides a path to get back.

As mentioned, cost control doesn't end with solid cost projections. Our team will put great definition to the written scopes of work and expectations of each trade contractor. These scopes and expectations are reviewed with each apparent low bidder prior to award to ensure they are in alignment with the project goals and to cut off potential change orders. The financial ability of each trade contractor is reviewed to help safeguard against a weak team member that may negatively affect the project. Change order requests are thoroughly reviewed by the Shales McNutt team before they come to the design team or owner's representative. Our goal in this process is to eliminate surprises and provide solid cost information that our clients can depend on.

Based on this foundation, the board will be able to make informed decisions based on reliable information. A testament to our commitment to controlling costs and enabling our clients to make well-informed decisions is the fact that our average project final cost is 0.75% LOWER than its initial cost. We thankfully enjoy great references from our clients, in large part due to our commitment to controlling costs from start to finish.

"...The SMC team is **accurate on their time estimates and their financial planning.** There have been no surprises in these two important areas."

Dr. Jerry Cain  
Former President  
Judson University



Judson University  
HAWAC / Browne Library

### Cost Projections / Construction Initial / Construction Final

Project	Cost Projection	Construction Initial	Construction Final	Net Change Orders
Byron Public Library				
New Facility	\$7,566,558	\$7,439,596	\$7,223,251	- (\$216,345)
Gail Borden Public Library				
Rakow Branch Facility	\$4,001,408	\$3,965,186	\$3,870,777	- (\$94,409)
Main Facility Renovation	\$1,239,450	\$1,145,664	\$1,229,742	\$84,078
Arlington Heights Memorial Library				
Masterplan Renovation	\$2,196,145	\$2,131,715	\$2,169,188	\$37,473
Kids World Renovation	By Others	\$371,911	\$330,775	- (\$411,36)
Barrington Public Library				
Addition / Renovation	\$6,657,570	\$6,681,172	\$6,661,172	- (\$20,000)
Glenside Public Library				
Facility Renovation	\$600,00	\$600,000	\$596,749	- (\$3,251)
Glen Ellyn Public Library				
Facility Renovation	\$1,180,906	\$1,025,720	\$1,033,610	\$7,890
Judson University				
HAWAC / Browne Library	\$23,848,695	\$22,330,760	\$22,512,170	\$181,410
Rochelle SD				
New Elementary School	\$16,455,808	\$13,974,234	\$15,181,982	\$1,207,748*
Sycamore CUSD				
North School	\$2,356,000	\$2,173,929	\$2,057,281	- (\$116,648)
Southeast School	\$5,483,000	\$5,411,594	\$5,303,282	- (\$108,312)
West School	\$4,220,000	\$4,255,480	\$4,190,422	- (\$65,058)
North Grove School	\$19,519,000	\$19,097,970	\$18,498,613	- (\$599,357)
Sycamore High School	\$1,475,000	\$1,216,553	\$1,195,293	- (\$21,260)
South Prairie Sitework	\$350,000	\$373,598	\$369,489	- (\$4,109)
Life Safety Upgrades	\$1,359,000	\$1,245,551	\$1,228,779	- (\$16,772)
Sycamore Middle School	\$16,651,000	\$16,218,220	\$14,731,812	- (\$1,486,408)
Administration Building	\$1,538,000	\$1,361,300	\$1,332,767	- (\$28,533)
Elgin Community College				
Multi-purpose Classroom	\$13,373,800	\$13,179,668	\$12,678,291	- (\$501,377)
Kishwaukee College				
Student Services Building	\$25,483,737	\$24,609,927	\$24,135,890	- (\$474,037)
Campus Operations Building	\$6,821,265	\$6,750,071	\$6,699,924	- (\$50,147)
Science Building Renovations	\$21,085,000	\$21,081,000	\$19,861,000	- (\$1,220,000)
<b>TOTAL</b>	<b>\$168,819,692</b>	<b>\$161,586,747</b>	<b>\$158,268,526</b>	

### Scheduling

It is not enough to merely develop a project schedule, the key to a project's success is to maintain it. We believe it is essential that all team members are communicating and working toward the same goal with the same expectations. One of the key documents in team communication is an easily understood schedule. A well designed and maintained schedule ensures that everyone has the same expectations for the timing of all tasks needed to meet the goal.

Immediately upon becoming a member of the team, we will identify key tasks and assign responsibility for each. We then prepare an easily understood bar-chart schedule that can be distributed and updated periodically to guarantee

"The SMC team has provided exceptional leadership to our project ... we are very pleased with their management of the subcontractors during the construction phase."

Jennifer Barton  
Library Director  
Genoa Public Library



Genoa Public Library

that the design phase schedule is moving as expected. As we get closer to construction, we will add more construction related tasks to help in the planning and selecting methods of construction. When appropriate, we seek input from various trade contractors to confirm our assumptions of various task durations.

As the design progresses, the construction schedule will be expanded to reflect all construction activities in detail. This schedule will be distributed to all bidding trade contractors so that they know what the expectations are for the progression of the work prior to bidding.

This schedule is monitored on a weekly basis throughout construction. We use this schedule to track past progress and plan future activities. Should critical path tasks begin to lag, we take a pro-active approach to get at the cause of the potential delay. We quickly pull the involved parties together and work out the details of how potential lost time can be minimized and eliminated.

As an example of our approach to expediting schedules, Elgin Community College needed classrooms fast. Their enrollment had increased rapidly and their plans for expansion were going to temporarily take some classrooms out of service for a period of time. They needed 10 classroom spaces for the fall semester of 2010. The Multi-Purpose Classroom Facility that we were managing had 15 classrooms in half of the facility but was not scheduled to be released to start construction until the last week of January 2010. Our team planned the phasing of the project and worked to minimize the additional cost associated with expediting that portion of the building renovation. By working additional hours for only select trades, we were able to minimize the additional cost and deliver all 15 classrooms to the college for their use in 100% operational condition. Our team managed the completion of over \$10.5 million of major renovation in 7 months to meet the college's goals. The remainder of the project was completed adjacent to the occupied spaces well in advance of the following semester to ensure the full use of the facility as required. The Shales McNutt team has the experience and abilities to successfully expedite schedules.

### Scheduling Experience

Project	Value	Duration	Comment
Kishwaukee College Student Services Center	\$25 million	15 months	Delivered three months early
Elgin Community College	\$13 million	10 months	Half of project made available in six months for fall classes
Judson University HAWAC / Browne Library	\$22.5 million	22 months	Two phases of construction delivered two months early
Barrington Public Library	\$6.63 million	11 months	Delivered on schedule
Downers Grove Public Library	\$2.7 million	5 months	Delivered three weeks early
Glen Ellyn Public Library	\$1.6 million	4 months	Five phases of construction delivered on schedule

"SMC was invaluable for identifying how to phase the project to **minimize impacts** to the library's operations."

Brian Shepard  
 Director  
 Indian Trails Public Library  
*and*  
 Former Director of Operations  
 Arlington Heights  
 Memorial Library

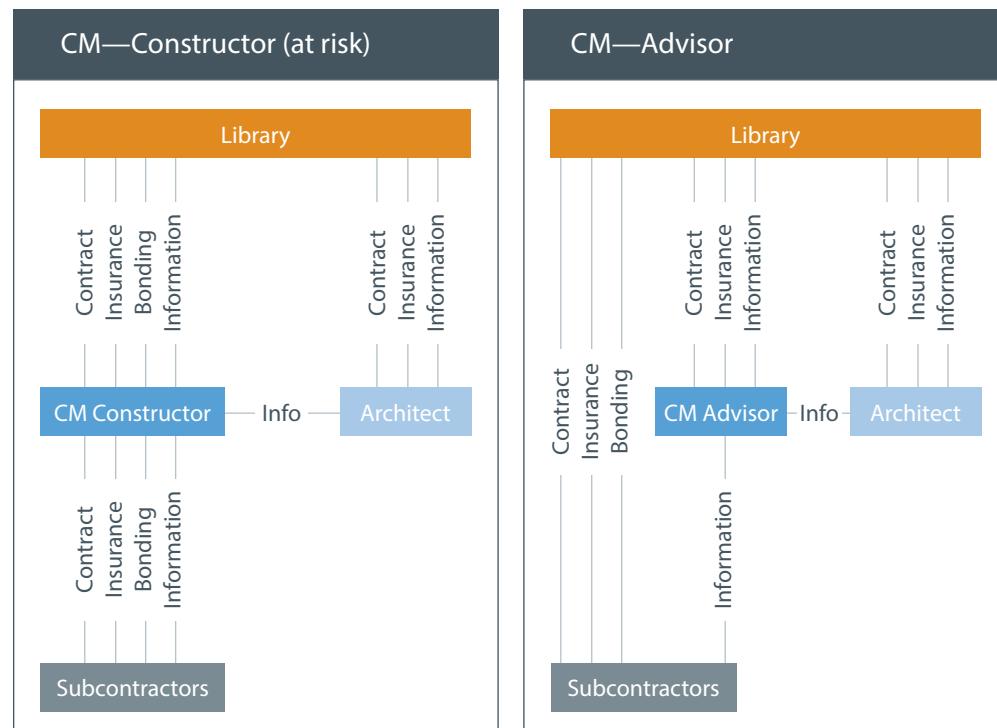


Arlington Heights  
 Memorial Library

## Construction Management Philosophy

### Construction Management: Agent vs. Constructor

Over 80% of our projects are contracted as a Construction Manager—this is what we do. We believe there are very good reasons to use the "constructor" (sometimes referred to as "at-risk") form of agreement as opposed to the "agent" form. These are terms that are used in the industry standard contracts developed by AIA. Basically if we are the "constructor", Shales McNutt would contract with each of the trade contractors after the public bid process and library trustee approval. Therefore the contractual relationship of the trade contractors flows through the construction manager and not direct to the owner. In the agent form of the contracts, the library would have direct contractual relationship with each of the trade contractors without the construction manager between them. The Construction manager's contractual relationship is off to the side. By engaging the construction manager as constructor, the contractual relationships align the insurance in a linear fashion. In other words, there would be 2 levels of insurance in place to protect the Library should the need arise. This same flow of protection applies to performance and payment bonds if the library requires bonds from the construction manager in addition to the trade contractors. Another benefit for the constructor form of contract is that it can offer a Guaranteed Maximum Price (GMP) option. Although a GMP form of contract may not be right for all clients because it gives slightly more control to the construction manager, often times it is useful to the owner to have that added assurance. Shales McNutt Construction would prefer to be engaged as a constructor, with or without a GMP, because we believe it serves our clients and our projects well.



## Library References

Carole Medal, Executive Director  
Gail Borden Public Library District  
Phone: (847) 742-2411  
270 N. Grove  
Elgin, IL 60120

"We recommend SMC for any type of library construction work."

"I would highly recommend SMC for similar work at other organizations."

Brian Shepard - Library Director  
Indian Trails Public Library  
(formerly with Arlington Heights Memorial Library)  
Phone: (847) 459-4100  
355 Schoenbeck Road  
Wheeling, IL 60904

"The SMC team did an excellent job leading the discussions, proposing logical phasing and watching out for our needs."

Detlev Pansch, Executive Director  
Barrington Area Library  
Phone: (847) 382-1300  
505 Northwest Highway  
Barrington, IL 60010

Rick Ashton, Library Director  
Downers Grove Public Library  
Phone: (630) 960-1200  
1050 Curtiss Street  
Downers Grove, IL 60515

"Because of the excellent work of SMC, the people of Downers Grove have a better public library."

Lizbeth Fitzgerald / Kathryn Schueman, Team Administrators  
Glenside Public Library District  
Phone: (630) 260-1550  
25 E. Fullerton Avenue  
Glendale Heights, IL 60139

"We highly recommend SMC for library renovation work."

"We have been very pleased with the services that SMC has provided to the library."

Dawn Bussey, Executive Director  
Glen Ellyn Public Library  
Phone: (630) 469-0879  
400 Duane Street  
Glen Ellyn, IL 60137

Jennifer Barton, Library Director  
Genoa Public Library  
Phone: (815) 784-2627  
232 W. Main Street  
Genoa, IL 60135

"The SMC team has just been wonderful to work with and we are pleased to recommend them without reservation."