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Agency for Planning

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MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: November 10, 2021

Re: Cost Increase Approval for Cambridge Systematics for the Illinois International Port District Master Plan

On April 10, 2019, the CMAP Board approved a contract for the Illinois International Port District Master Plan. The contract was competitively bid and awarded to Cambridge Systems, for the not-to-exceed amount of \$300,000.

The Illinois International Port District (IIPD) applied through the LTA program in 2017 for support in achieving its goals of developing and maintaining a world-class port and was awarded assistance to conduct a planning priorities report (PPR). The PPR's main finding was that IIPD had an urgent need for a master plan to guide its strategic direction and near, medium, and long-term investments in its facilities. CMAP applied for and was awarded State Planning and Research funds (SPR) from the Illinois Department of Transportation (IDOT) on behalf of the IIPD to hire a consultant team with appropriate technical expertise to execute a port master plan.

Cambridge Systematics commenced in the fall of 2019 with the anticipated date of completion of the plan by June 2021. The project has experienced setbacks. Midway through the project the IIPD executive director resigned and was only recently replaced. During the period in which new leadership was sought, the project was suspended. The project has now re-commenced under the direction of new leadership and is anticipated to be complete by June 2022. In addition to the loss of leadership, the primary contractor, Cambridge Systematics, lost one of its subcontractors to dissolution. Cambridge will assume the tasks assigned to that dissolved subcontractor with the addition of staff from its own firm and with assistance from its remaining subcontractor, Jacobs Engineering.

As a result of the unanticipated project suspension, the need to revisit completed work, and the loss of one of its subcontractors, Cambridge Systematics and its subcontractor, Jacobs Engineering have requested a cost increase to defray the costs they will incur as a result of these

unanticipated setbacks. CMAP concurs with the request and is seeking Board approval for a vendor cost increase, not-to-exceed \$50,000.

It is recommended that the Board approve a vendor limit increase in the not-to-exceed-amount of \$50,000 with Cambridge Systematics to restart and engage the new IIPD administration on previously completed work, and build consensus on future work to enable the project to meet its new anticipated deadline of June 2022. Support for this cost increase will be provided by the Local Technical Assistance SPR grant provided by IDOT. IDOT has concurred on the reallocation of funds specifically for the completion of this project.

ACTION REQUESTED: Approval

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