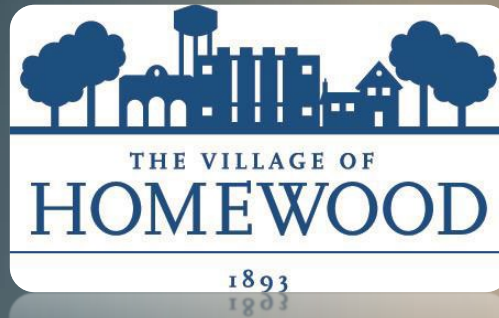


Response Proposal

For Design and Construction Improvements to the
Village of Homewood Auditorium

Proposed To:



ATTN: Terence Acquah

2020 Chestnut Road

Homewood, Illinois 60430

Village of Homewood

Email: tacquah@homewoodil.gov

Proposed By:



POC: Jamira Owokoniran – COO

Address: 8006 S. western ave,

Chicago, IL 60620

Email: rfp@ipmchi.com

Due date: April 11th, 2025 || 5:00 P.M.

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Cover Letter

To,
Village of Homewood
Attn: Terence Acquah – Assistant Village Manager
2020 Chestnut Road
Homewood, Illinois 60430

April 9, 2025

Subject: Proposal for Auditorium Design and Construction Improvements

Dear Mr. Acquah,

On behalf of iPropertyManage, Inc., we are pleased to submit our proposal in response to the Village of Homewood's Request for Proposals (RFP) for Design and Construction Improvements to the Village Auditorium. iPropertyManage, Inc. is a Chicago-based, certified Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Disadvantaged Business Enterprise (DBE) with extensive experience in managing property rehabilitation, construction improvements, and facility upgrades for public agencies and community-centered spaces. We hereby acknowledge all the terms and conditions mentioned in the RFP document and do not propose any exceptions for the same. Also, we acknowledge the addendum released by the Village for the same. Our proposed response is valid for 120 days from the date of receipt of this response proposal.

iPropertyManage, Inc. (iPM) is a Chicago-based certified Minority Business Enterprise (MBE), Disadvantaged Business Enterprise (DBE), and Women's Business Enterprise (WBE), with a proven history of managing property redevelopment, construction, and facility improvement projects for public agencies and community stakeholders.

Our firm brings a specialized focus on revitalizing public spaces and community assets through sustainable construction practices, cost-effective project management, and strict adherence to regulatory compliance.

For the Village of Homewood Auditorium Design and Construction Improvements project, iPM offers the following key qualifications aligned to the scope of work:

Our Certifications & Capabilities Include:

- Certified MBE, DBE, WBE Contractor – State of Illinois
- Demonstrated expertise in executing renovation, modernization, and facility upgrades for public buildings — including ADA accessibility improvements, environmental remediation, infrastructure repairs, and energy-efficient system upgrades.

Our Understanding of the Project Scope:

We understand that the Village of Homewood seeks a qualified design-build partner to provide comprehensive design, construction, and post-construction services to enhance the functionality, safety, and overall usability of the Homewood Auditorium located at 2010 Chestnut Road.

The scope of work calls for a multi-phased approach that prioritizes:

- Upgrading and replacing interior seating to improve comfort, accessibility, and audience capacity.
- Enhancing building acoustics for both speech and musical performances.
- Modernizing lighting, audio-visual equipment, and user-friendly controls for a multi-use facility.

- Installing new durable flooring suitable for high-traffic community events.
- Ensuring ADA compliance and removal of accessibility barriers throughout the space.
- Addressing environmental remediation needs, including potential lead abatement in crawl spaces and safe demolition of outdated materials.
- Delivering all project phases within the allocated \$1.3 million budget and in compliance with the State of Illinois CEI Business Enterprise Program requirements.

Our Leadership & Project Team

iPM is led by highly experienced professionals with a combined background in construction management, environmental compliance, and community-based development.

- **Cheryl Johnson – Chief Executive Officer (CEO)**

Ms. Johnson brings extensive expertise in environmental safety, demolition oversight, lead abatement, and workforce training programs in green construction. She has successfully led CHA's Step-Up Program and solar energy training programs focused on workforce development.

- **Jamira Owokoniran – Chief Operating Officer (COO)**

With over a decade of experience in property management and construction project execution, Ms. Owokoniran has overseen numerous renovation and capital improvement projects for public housing agencies. Her expertise includes managing project budgets, coordinating subcontractors, and ensuring regulatory compliance across all construction phases.

Our Approach for the Homewood Auditorium Project

iPM will approach this project with a collaborative, transparent, and phased methodology that ensures seamless coordination between Village representatives, design consultants, subcontractors, and our internal project management team.

Our services will include:

- Conducting detailed site assessments and facility evaluations.
- Developing comprehensive design plans that address seating, lighting, acoustics, flooring, and ADA upgrades.
- Managing all construction activities in compliance with Village codes and permitting requirements.
- Maintaining open communication with Village staff throughout the project duration.
- Providing post-construction support, including final inspections, punch list resolution, warranty documentation, and delivery of as-built drawings.

Below are the details of our Company and our POC as follows:

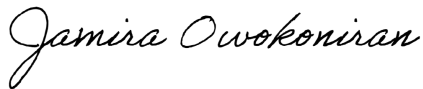
Category	Details
Business Name:	iPropertyManage, Inc. (iPM)
Incorporation:	Chicago, Illinois (November 2016)
Business Type:	S -Corp
Certifications:	DBE, WBE, and MBE, Chicago based Section 3
Contact Person:	Jamira Owokoniran (COO)
Phone:	(773) 517 - 2324
Email:	rfp@ipmchi.com
Headquarters Address	8006 S. western ave, Chicago, IL 60620
DUNS Number	80571622
Federal Tax ID	81-4467209

We are uniquely qualified to execute the proposed design-build improvements within the Village's project budget, leveraging our expertise in construction management, environmental remediation, ADA compliance, and project delivery within compliance-driven environments.

As a contractor sanctioned to enter into contracts, I am authorized to submit this proposal and commit our firm's resources to this important community project. We are excited about the opportunity to partner with the Village of Homewood and deliver a revitalized auditorium that enhances the community's gathering space for years to come.

Thank you for your time and consideration. We look forward to the opportunity to further discuss how iPropertyManage, Inc. can successfully deliver this project.

Sincerely,

A handwritten signature in black ink, reading 'Jamira Owokoniran'. The script is fluid and cursive, with the first letter 'J' being particularly large and stylized.

Jamira Owokoniran
Chief Operating Officer
iPropertyManage, Inc.
rfp@ipmchi.com
(773) 517-2324

Knowledge and Experience

This should be a more detailed narrative from the contractor of proposal that includes a summary of experience with similar types of projects.

Response:

Knowledge and Experience

iPropertyManage, Inc. (iPM) is a Chicago-based, certified Minority Business Enterprise (MBE), Women's Business Enterprise (WBE), and Disadvantaged Business Enterprise (DBE) with a proven history of delivering high-quality construction, renovation, and property management services for public-sector clients across the region.

Our core strength lies in transforming existing facilities into revitalized, functional, and community-focused spaces that support both current needs and future growth. iPM specializes in design-build projects that require a collaborative, compliance-driven approach to construction management, particularly within occupied spaces and sensitive environments.

We fully understand that the Village of Homewood's Auditorium Design and Construction Improvements project is not simply about construction — it's about preserving and enhancing a historic community asset while modernizing it to meet the diverse needs of its residents and visitors.

As a certified BEP firm with expertise in public-funded construction and strict adherence to the State of Illinois CEI requirements, iPM is uniquely positioned to deliver this project with precision, accountability, and community sensitivity.

Understanding of Project Requirements

iPM recognizes that the Village seeks a strategic partner capable of delivering full-service design and construction solutions that address the Auditorium's aging infrastructure, improve its accessibility, and enhance its functionality as a multi-purpose community space.

Our understanding of the project scope includes:

- Upgrading and reconfiguring auditorium seating for comfort, increased capacity, and ADA compliance.
- Improving acoustical performance to support a range of activities — from public meetings to live performances.
- Modernizing lighting systems and audio-visual infrastructure for operational ease and technological flexibility.
- Installing durable flooring materials suitable for high-traffic and multi-use environments.
- Addressing environmental remediation needs — including lead and hazardous material abatement in sensitive areas such as the crawl space.
- Performing all work within the allocated \$1.3 million project budget, leveraging BEP/CEI certified subcontractors, and maintaining compliance with prevailing wage requirements.

Relevant Experience & Past Performance

Chicago Housing Authority (CHA) – Building Rehabilitation & Renovation Projects

iPM has extensive experience executing large-scale residential and facility improvements for CHA properties throughout Chicago. Our work has included full-unit renovations, ADA-compliant upgrades, electrical and plumbing repairs, flooring replacement, environmental remediation, and lead abatement services.

Key outcomes from these projects include rapid turnaround of occupied units, strict adherence to regulatory compliance, and exceptional quality control in environments with sensitive tenant needs.

Manage Chicago, Inc. – Multi-Family and Public Space Renovations

Under contract with Manage Chicago, iPM has successfully delivered renovation services across a diverse portfolio of residential and mixed-use properties. Our work has encompassed full apartment remodels, common area improvements, HVAC system upgrades, and building code compliance upgrades — all while managing tenant safety, communication, and service continuity.

Altgeld Gardens – Preventive Maintenance and Facility Modernization

iPM has led multiple preventive maintenance initiatives and modernization projects within the Altgeld Gardens community. Our work has focused on infrastructure repairs, environmental safety, energy efficiency upgrades, and long-term facility planning designed to improve quality of life for residents and extend asset lifecycle.

Alignment with the Village of Homewood's Project Goals

iPM understands that the Village of Homewood is seeking not only a qualified contractor — but a community-focused partner capable of delivering a modern, functional, and accessible auditorium that reflects both the historical significance of the facility and the evolving needs of its residents.

Our project experience, community engagement philosophy, and technical expertise make us uniquely suited to deliver this design-build project. We recognize that this project requires:

- A phased construction approach that minimizes disruption to Village operations.
- Cost-conscious solutions that maximize value within the \$1.3 million budget.
- ADA-compliant upgrades that remove barriers and promote inclusivity.
- Environmental stewardship through responsible material selection, lead abatement, and sustainable design practices.
- Modernization of lighting, AV systems, flooring, and seating to transform the auditorium into a multi-purpose space for future generations.

Our Experience Delivering Similar Projects

iPM has earned a reputation for successfully managing complex construction and renovation projects for public-sector clients such as the Chicago Housing Authority (CHA), Manage Chicago, Inc., and various local organizations.

Representative Project Experience:

Project	Client	Value	Scope Summary
1318 Sawyer, Chicago, IL	CHA	\$50,407	Full apartment renovation — kitchen, bath, flooring, painting, plumbing.
1531 N Clybourn, Chicago, IL	CHA	\$34,743	Renovation of 2 apartments — walls, lighting, fixtures, kitchens, bathrooms.
5053 N Winthrop, Chicago, IL	CHA	\$131,483	Multi-unit renovation — cabinetry, flooring, bath fixtures, electrical.
1319 S St. Lawrence, Chicago, IL	Manage Chicago	\$164,368	Multi-unit renovation — kitchens, bathrooms, flooring, exterior upgrades.
861 W. 107th Street, Chicago, IL	Private	\$75,000	Full single-family home renovation — drainage repairs, kitchen, driveway, subcontractor management.
6341 Cornfield, Matteson, IL	Private	\$35,200	Bathroom & kitchen renovation, hardwood floors, material management.

Our Leadership & Project Management Expertise

Cheryl Johnson — Chief Executive Officer (CEO)

Ms. Johnson brings extensive experience in environmental services, construction management, and workforce development. As a certified expert in disaster preparation, OSHA safety, lead remediation, and mold abatement, she has led significant projects for the CHA, including:

- General Contractor for CHA's Step-Up Program — overseeing demolition, electrical, plumbing, and carpentry services.
- Project Manager for CHA's Solar and Alternative Energy Program — developing curriculum and training for renewable energy workforce development.
- Professional Services Contract Manager for People for Community Recovery, a non-profit focused on environmental justice.

Jamira Owokoniran — Chief Operating Officer (COO)

Ms. Owokoniran has over 10 years of experience managing residential renovation projects throughout Chicago. She has overseen construction budgets, managed subcontractors, coordinated site operations, and ensured regulatory compliance across multiple property improvement projects.

Her past project management roles have included full home renovations, multi-unit residential repairs, exterior drainage upgrades, kitchen and bath remodeling, HVAC system improvements, and interior/exterior finishing — all delivered within budget and schedule constraints.

Our Unique Qualifications for the Village of Homewood

iPM brings a combination of technical expertise, community engagement, and operational excellence that directly aligns with the Village's goals:

- Certified DBE, MBE, WBE, and Section 3 Contractor — fulfilling diversity and inclusion procurement goals.
- Proven Track Record — Successfully delivering renovation and facility improvement projects for public agencies.
- Community-Centered Approach — Founded by grassroots organizers with a mission to revitalize distressed properties and uplift underserved communities.
- Environmental Stewardship — Incorporating green building practices, sustainable materials, and renewable energy education in project delivery.
- Strong Compliance & Quality Control — Leveraging digital project management tools, routine inspections, and proactive client communication to ensure regulatory adherence.

Our approach to facility improvement projects is rooted in four guiding principles:

1. *Community-First Mindset:* We understand that public spaces must serve diverse stakeholders. Our team prioritizes collaboration, transparency, and respect for the community throughout the construction process.
2. *Compliance & Quality Assurance:* Our track record demonstrates our ability to navigate complex regulatory environments, manage BEP/CEI subcontractor utilization, and deliver exceptional craftsmanship within grant-funded budgets.
3. *Proven Leadership:* Led by CEO Cheryl Johnson and COO Jamira Owokoniran, our leadership team brings decades of combined experience managing design-build projects, environmental remediation, and property rehabilitation across Chicago.
4. *Turnkey Project Management:* iPM provides full-service project delivery — from initial design coordination to final construction closeout — with dedicated personnel, digital project tracking systems, and routine quality inspections.

Commitment to Excellence

iPM is prepared to bring our full resources, leadership, and expertise to deliver the Village of Homewood's Auditorium Design and Construction Improvements Project on time, within budget, and to the highest standards of quality.

We view this project as a critical opportunity to enhance a community landmark — and we are committed to working collaboratively with Village stakeholders to create a revitalized auditorium that reflects the values and vision of Homewood.

Key Personnel

Provide an organizational chart for the primary personnel proposed to serve as the points of contact with the Village of Homewood. Provide resumes, a listing of abilities, qualifications, licenses, and experience for the key personnel.

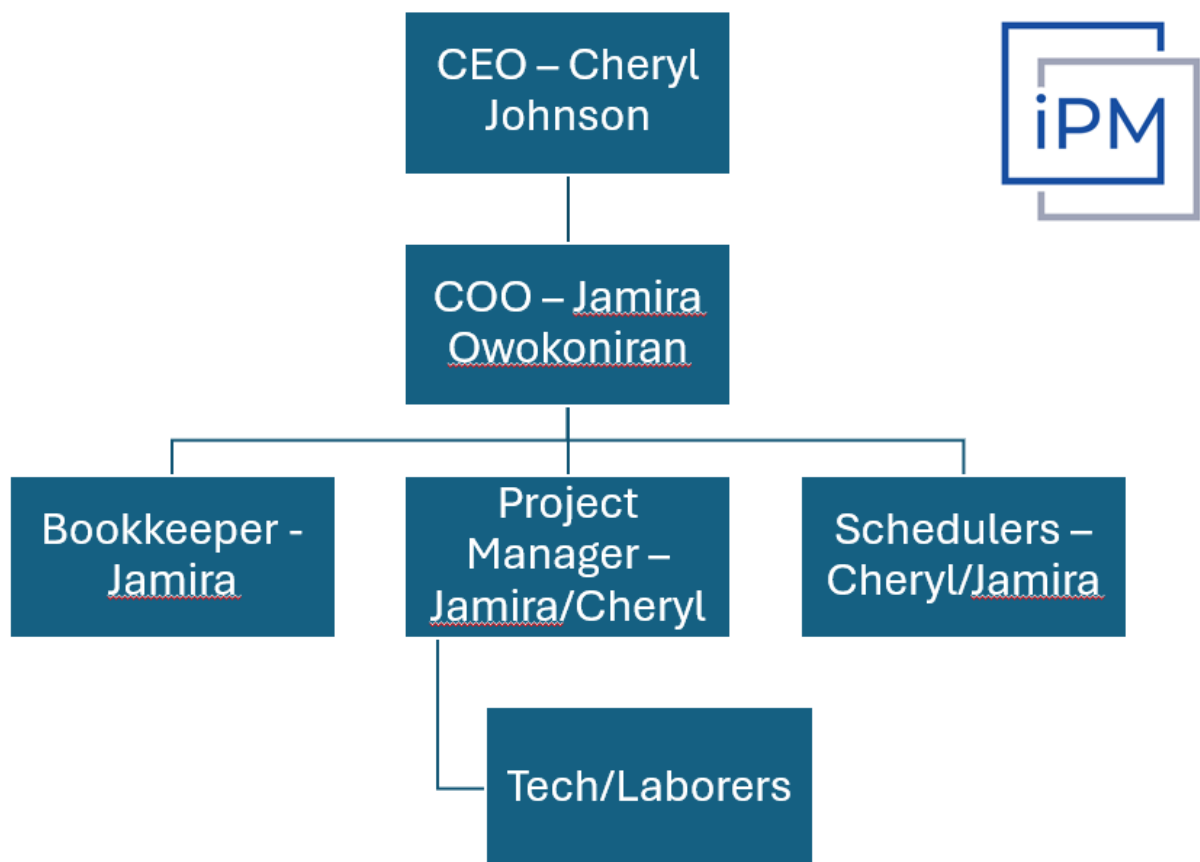
Response:

Overview

The leadership team at iPropertyManage Inc. is composed of highly skilled professionals with extensive experience in construction, environmental advocacy, workforce development, and project management. The team is committed to delivering quality service, ensuring safety, and promoting sustainable solutions for both residential and commercial construction projects.

Cheryl Johnson, CEO and Principal Co-Owner, brings over two decades of experience in the environmental and construction fields. She has a strong track record in leading large-scale projects, workforce development, and advocating for environmental justice. Cheryl is passionate about creating healthier communities through sustainable construction practices.

Jamira Owokoniran, COO and Principal Co-Owner, has significant experience in managing residential renovation projects, budgeting, and community development. With a focus on affordable housing and environmental justice, Jamira ensures projects are completed on time and within budget, while maintaining a commitment to safety and compliance.



Below are the resumes of our key personnel indicating their dynamic experience which aligns with the requirement as follows:

Cheryl Johnson
CEO | Environmental Advocate | Project Manager

Professional Summary:

Cheryl Johnson is the principal co-owner of iPropertyManage with extensive experience in environmental and construction-related services. A visionary leader, Cheryl specializes in project management, workforce development, and environmental advocacy. She has spearheaded initiatives in disaster preparation, solar energy, and community health, earning national recognition for her contributions to environmental justice and sustainability.

Key Skills:

- Project Management & Strategic Planning
- Environmental Advocacy & Policy Implementation
- Workforce Development & Training Programs
- Disaster Preparedness & Hazard Abatement
- Construction Compliance & Safety Management

Education & Certifications:

- 2016: Certificate, Plume Software Modeling Program, ICWUC Health and Safety Council
- 2015: Certificate, Disaster Preparation 101, ICWUC Health and Safety Council
- 2014: Certificate, Lead Renovator Training Program, Public Health and Safety
- 2011: Cert Card, OSHA Disaster Site Worker 16-hr, ICWUC Health and Safety Council
- 2010: Flagger Certificate
- 2009: Cert Card, US Dept of Labor Occupational Safety and Health Training Course
- 2007: Certificate, Mold Remediation – International Chemical Worker Union Council
- 2003: Certificate, Environmental Technician on Lead and Rodent Abatement
- 2001-2002: Certificate, International Black Lawyers Dispute Resolution for Trainers
- 2001: Certificate, Environmental Negotiations, Harvard University/MIT
- 1998: Licensed, Residential Lead-Based Paint Abatement for Worker and Hazardous Materials Operations
- 1991-1992: Certificate, Leadership in Primary Health, University of Illinois at Chicago
- 1990-1992: Certificate, Environmental Law, Chicago Legal Clinic
- 1988: Certificate, Instructor for Church-Based Blood Pressure Training, American Heart Association
- 1988: Certificate, Community Health Advocates, Claritian Medical Clinic
- 1982-1987: Attended Chicago State University, Major: Medical Records Administration
- 1979-1982: Liberal Arts Degree & Registered Nurse Student, Olive-Harvey College

Professional Experience:

Chief Executive Officer, iPropertyManage (iPM) | Chicago, IL | 2018–Present

- Co-leads a DBE/WBE/MBE-certified contracting firm specializing in residential and commercial construction.
- Managed CHA's Solar and Alternative Energy Program, creating job training curricula for Section 3 residents.
- Oversees budgeting, project delivery, and compliance for large-scale renovation projects.

Executive Director, People for Community Recovery (PCR) | Chicago, IL | 2001–Present

- Directed all functions of PCR, including program development, grant writing, and strategic planning.
- Secured funding and implemented workforce training programs in hazardous material operations.

Project Manager, People for Community Recovery (PCR) | Chicago, IL | 1994–2001

- Developed and implemented training programs on lead and asbestos abatement.
- Coordinated with governmental officials to expand program funding.

Memberships & Affiliations

- 2015: Member, National Environmental Justice Advisory Council, US EPA
- 2013–Present: Member, Chicago Environmental Justice Network
- 2012–Present: Commissioner, Illinois Environmental Justice Commission
- 2011–Present: Member, Chicago Housing Initiative
- 2009–Present: President, Altgeld Riverdale Consortium

Honors

- 2015: National Wildlife Federation Regional Urban Initiative Award
- 2014: ComEd Neighborhood Hero Award
- 2010: YWCA Hero Award for Outstanding Community Work
- 2009: Kujichagulia Award for Community Organizing

Publications & Speaking Engagements:

Cheryl has presented at universities such as Chicago State University, Loyola University, and DePaul University, as well as national conferences on environmental justice. Notable presentations include:

- 'Environmental Health Literacy in Support of Social Action' (National Conference on Health Disparities, 2012)
- 'Youth for Community Recovery: Giving Youth a Voice through Photos' (EJ Conference, 2011).

Jamira Owokoniran
COO | Project Manager | Community Developer

Professional Summary:

Innovative and results-driven professional with over a decade of experience in residential renovation, construction management, and community development. As COO of iPropertyManage, Jamira has successfully led numerous projects while ensuring adherence to budget, safety, and compliance requirements. Passionate about creating affordable housing solutions and sustainable community initiatives.

Key Skills:

- Residential Renovation & Multi-Family Housing Projects
- Budgeting & Financial Oversight
- Team Leadership & Subcontractor Coordination
- Safety Compliance & Risk Management
- Community Engagement & Affordable Housing Initiatives

Education:

- Paralegal Studies (ABA-approved program), Roosevelt University, Chicago, IL, January 2013
- Bachelor's Degree in Accounting, Governors State University, University Park, IL, December 2009
- Attended Northern Illinois University, Majored in Accounting, DeKalb, IL, 2004–2007

Certifications:

- EPA Lead Renovation, Repair and Painting Certificate, PHS Environmental & Occupational Services, 2022
- Certificate in Chemical Emergency Response Training, International Chemical Workers Union Council, 2013

Professional Experience:

Chief Operating Officer, iPropertyManage (iPM) | Chicago, IL | 2014–Present

- Co-founded and manages operations for a certified general contracting company specializing in residential renovations.
- Oversees budgets ranging from \$60,000 to \$600,000, ensuring timely and cost-effective project completion.
- Manages subcontractors and ensures adherence to project schedules and safety standards.
- Collaborates with CHA on workforce development initiatives for Section 3 compliance.

Founder & Treasurer, Riverdale Community Land Trust (RCLT) | Chicago, IL | 2017–Present

- Partners with community organizations to promote food security and mentorship programs for youth.

Revenue Auditor III, Illinois Department of Revenue | Chicago, IL | 2013–Present

- Conducts audits and refund investigations for mid- to large-size companies.
- Educates businesses on compliance with tax laws and regulations.
- Drafts comprehensive narratives to support audit findings and recommendations.

Key Projects:**Chicago Housing Authority (CHA) Projects**

- Managed multiple renovation projects, including apartment turnarounds and multi-unit developments.
- Ensured projects adhered to Section 3 compliance, safety standards, and budget constraints.

Memberships & Affiliations

- Co-founder, Solar Energy Buddies
- Advocate for Affordable Housing and Environmental Justice

Technology Skills

- Proficient in QuickBooks, Excel, Word, PowerPoint, Google Docs, and Google Sheets

Project Approach

iPropertyManage, Inc. (iPM) understands that the Village of Homewood's Auditorium Design and Construction Improvements Project represents an opportunity to revitalize a historic community facility into a vibrant, accessible, and multi-functional space for residents, visitors, and stakeholders.

Our approach is built upon a collaborative design-build methodology that integrates thoughtful planning, efficient construction management, sustainable building practices, and strict adherence to regulatory compliance and project controls.

As a certified MBE, WBE, DBE, and Section 3 general contractor, iPM is fully committed to delivering a project that exceeds expectations while maintaining fiscal responsibility, transparency, and alignment with the Village's goals.

Project Objectives & Guiding Principles

Our approach to this project is guided by the following core principles:

- **Community-Centered Design:** Ensuring the final design enhances usability, comfort, and accessibility for a diverse range of community events and activities.
- **Value-Driven Construction:** Delivering maximum value within the allocated \$1.3 million budget through efficient planning, cost controls, and local BEP/CEI subcontractor utilization.
- **Environmental Responsibility:** Addressing environmental remediation requirements (lead abatement, hazardous materials) and integrating sustainable building practices.
- **Quality Assurance & Safety:** Maintaining the highest standards of safety, construction quality, and regulatory compliance throughout all phases.

Phase 1 – Design & Pre-Construction (April 2025 – June 2025)

iPM will initiate the project with a collaborative design phase focused on understanding the Village's priorities, facility usage needs, and operational requirements. This phase will include:

1. Project Kickoff & Site Evaluation

- Conduct comprehensive site inspections and field assessments of the existing auditorium.
- Identify structural, mechanical, electrical, and environmental conditions.
- Evaluate accessibility barriers and code compliance deficiencies.

2. Design Development

- Prepare schematic design options for seating layout, lighting improvements, acoustics upgrades, flooring replacement, ADA enhancements, and technology integration.
- Incorporate Village feedback through design workshops and collaborative review sessions.

3. Budget Alignment & Value Engineering

- Provide detailed cost estimates for all design elements.
- Offer cost-saving alternatives without compromising functionality or aesthetics.
- Ensure all design recommendations fit within the \$1.3 million project budget.

4. Permitting & Approvals

- Finalize design documents for submission to the Village for approval.
- Coordinate with local agencies for permitting and regulatory compliance.

Phase 2 – Construction & Renovation (July 2025 – December 2025)

Upon approval of the final design, iPM will transition into the construction phase, deploying a phased execution plan that minimizes disruption and maintains schedule integrity.

1. Site Mobilization & Environmental Remediation

- Secure and prepare the site for construction activities.
- Perform selective demolition of outdated structures, seating, flooring, and AV components.
- Execute lead and environmental hazard abatement in crawl space and impacted areas as required.

2. Core Renovation Activities

- Install new seating (with ADA accommodations) to improve capacity and comfort.
- Upgrade acoustic treatments for enhanced sound clarity and noise reduction.
- Replace existing flooring with durable, aesthetically-pleasing materials suited for multi-purpose usage.
- Install modern lighting and audio-visual systems for ease of operation, performances, and presentations.
- Upgrade fire suppression systems and address MEP (Mechanical, Electrical, Plumbing) improvements.
- Enhance ADA accessibility, including ramps, restrooms, entrances, and egress routes.

3. Subcontractor Management

- Engage BEP/CEI certified subcontractors for trade-specific scopes.
- Maintain daily coordination, quality inspections, and compliance oversight.

Phase 3 – Post-Construction & Project Closeout (December 2025 – January 2026)

Following the completion of construction activities, iPM will facilitate a comprehensive project closeout process to ensure a smooth handover to the Village of Homewood.

1. Final Inspections & Punch List Completion

- Conduct a final walkthrough with Village representatives.
- Address any punch list items with expedited scheduling and resolution.

2. Deliverables & Documentation

- Provide as-built drawings, equipment manuals, warranty information, and maintenance guidance.
- Offer training for Village staff on the use and operation of new systems (lighting, AV, HVAC, fire suppression).

3. Project Closeout & Handover

- Submit final project reports, lien waivers, and compliance documentation.
- Conduct a project closeout meeting to ensure satisfaction and transfer facility operations back to the Village.

Project Execution Enhancements

Throughout the project, iPM will implement the following to ensure successful delivery:

- Digital Project Tracking System for schedule management, progress reporting, and budget control.
- Weekly Construction Progress Meetings with Village representatives and stakeholders.
- Safety Management Plan to ensure worker and public safety throughout construction.
- Quality Control Inspections at every phase of construction to ensure superior workmanship.

Summary

iPropertyManage, Inc. is fully prepared to deliver the Village of Homewood Auditorium Design and Construction Improvements project with precision, care, and a community-focused mindset. We will apply our extensive experience in public facility renovation, our leadership in environmental compliance, and our dedication to inclusive, high-quality construction practices to transform the Homewood Auditorium into a vibrant community asset for years to come.

Cost Proposal

This should provide a detailed cost breakdown for design and construction phases, including the fee structure and payment schedule.

Response:

iPropertyManage, Inc. (iPM) is committed to delivering a cost-effective, high-quality solution for the Village of Homewood Auditorium Design and Construction Improvements. Our approach is centered around maximizing value while maintaining strict adherence to project specifications, budget controls, and compliance with the State of Illinois' BEP/CEI requirements.

Our project cost reflects strategic planning, local subcontractor engagement, environmentally conscious sourcing of materials, and experienced project management — all contributing to cost savings without compromising quality.

Competitive Cost Breakdown:

Project Phase	Scope of Work	Estimated Cost
Design & Pre-Construction Phase	Site assessments, schematic design, design development, construction documents, Village review coordination, permitting, and subcontractor procurement.	\$125,000.00
Construction Phase	Demolition, environmental remediation (lead & hazard abatement as needed), new seating installation, acoustics improvements, flooring replacement, AV & lighting system upgrades, ADA compliance, fire suppression upgrades, general conditions, labor, and materials.	\$1,025,000.00
Project Management, Compliance & Administration	Daily construction supervision, subcontractor management, quality control inspections, safety management, BEP/CEI compliance reporting, and project documentation.	\$25,000.00
Contingency Allowance	Reserved for unforeseen conditions (environmental remediation, structural repairs, material price fluctuation) with Village approval.	\$50,000.00
Total Project Budget		\$1,225,000.00

Cost Efficiency Highlights

- We will apply value engineering throughout design development to identify cost-saving alternatives without impacting design intent or performance.
- Sustainable material sourcing and bulk purchasing strategies will support both environmental goals and cost savings.
- Transparent budget tracking, change order control, and collaborative decision-making with Village representatives will ensure budget adherence.

Timeline

Proposed Schedule for Project Milestones and Completion

iPropertyManage, Inc. proposes the following project schedule for the successful completion of the Village of Homewood Auditorium Design and Construction Improvements. Our proposed schedule reflects a comprehensive design-build approach that allows for efficient execution, risk mitigation, and quality assurance — while adhering to the Village’s project timeline and budget requirements.

Proposed Project Timeline:

Phase	Task	Estimated Timeline	Deliverables
Phase 1	Project Kickoff & Site Assessment	April 2025	Project mobilization, site inspections, facility evaluations, initial meetings with Village representatives.
Phase 1	Design Development & Engineering	April – May 2025	Schematic designs, layout plans, material specifications, seating plan, ADA upgrades, preliminary cost estimates for approval.
Phase 1	Final Design & Permitting	June 2025	Submission of finalized design documents for Village approval; Permit applications; Bid package for subcontractors.
Phase 2	Construction Mobilization & Demolition	July 2025	Site preparation, demolition of existing outdated structures, lead/environmental remediation (if required).
Phase 2	Core Construction & Renovation	July – November 2025	Installation of new seating, acoustics upgrades, flooring replacement, lighting/AV system installation, fire suppression upgrades, ADA compliance improvements.
Phase 2	Quality Control & Inspections	November – December 2025	Internal quality assurance checks, Village-required inspections, and code compliance verification.
Phase 3	Final Walkthrough & Punch List Completion	December 2025	Final project walkthrough with Village staff; Completion of punch list items.
Phase 3	Closeout & Project Completion	January 2026	Delivery of as-built drawings, warranty documentation, final cleaning, project closeout meeting.

Key Milestone Summary

- Project Kickoff: April 2025
- Design Finalization: June 2025
- Construction Start: July 2025
- Substantial Completion of Construction: December 2025
- Final Closeout and Handover: January 2026

Notes on Schedule Execution & Risk Mitigation

- iPM will maintain open and proactive communication with Village stakeholders throughout the project duration, providing regular updates, schedule adjustments (if necessary), and collaborative problem-solving.
- We anticipate using BEP/CEI certified subcontractors per grant requirements, and will initiate early subcontractor engagement to ensure availability, pricing alignment, and schedule commitment.
- iPM’s experienced project management team will deploy digital project tracking tools to monitor progress, track milestones, manage budget performance, and address potential schedule risks in real-time.

This schedule reflects iPropertyManage, Inc.’s commitment to delivering a high-quality, community-centered auditorium improvement project that honors the Village of Homewood’s vision and meets all functional, accessibility, and operational goals within the allocated timeframe.

References

A list of not less than three (3) relevant references must be included. References may be contacted after selection to determine if the contractor is responsive and responsible.

REFERENCES 1	
Reference Name:	Mario Rubio
Reference Role on Project:	Maintenance Supervisor
Agency/Firm Name:	Manage Chicago, Inc.
Email Address:	mrubio@managechicago.com
Phone:	773 – 718 - 6277

REFERENCES 2	
Reference Name:	Andrew Rios
Reference Role on Project:	Project Manager
Agency/Firm Name:	Chicago Housing Authority (CHA)
Email Address:	ARios@thecha.org
Phone:	312 – 545 - 9611

REFERENCES 3	
Reference Name:	Shawn Wiliams
Reference Role on Project:	Owner
Agency/Firm Name:	AT&T
Email Address:	shawn3972@att.net
Phone:	773 - 848 – 0404

REFERENCES 4	
Reference Name:	Jennifer Shaw
Reference Role on Project:	Project Manager
Agency/Firm Name:	MN Legacy
Email Address:	mnholdingllc@gmail.com
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