

# **Metropolitan Water Reclamation District of Greater Chicago**

*100 East Erie Street  
Chicago, IL 60611*



## **Regular Board Meeting Consent Agenda - Draft**

**Thursday, May 1, 2014**

**10:00 AM**

**Board Room**

### **Board of Commissioners**

*Commissioner Michael A. Alvarez, Commissioner Frank Avila, Vice-President Barbara J. McGowan, Commissioner Cynthia M. Santos, Commissioner Debra Shore, Chairman of Finance Mariyana T. Spyropoulos, Commissioner Kari K. Steele, Commissioner Patrick D. Thompson, President Kathleen Therese Meany*

**THE FOLLOWING PROCEDURES WILL GOVERN THE MEETING PROCESS:**

- 1. Board Members who vote "Nay, Present, or Abstain" or have a question on any item may request the item be removed from the Consent Agenda.**
- 2. Citizens in the audience who address the Board on any item may request the item be removed from the Consent Agenda.**
- 3. Items removed from the Consent Agenda are considered separately.**
- 4. One roll call vote is taken to cover all Consent Agenda Items.**

## Metropolitan Water Reclamation District of Greater Chicago

### STANDING COMMITTEES

### Chairman

### Vice Chairman

|  |             |             |
|--|-------------|-------------|
| Affirmative Action                       | McGowan     | Avila       |
| Budget & Employment                      | Steele      | Shore       |
| Engineering                              | Avila       | Shore       |
| Ethics                                   | Meany       | Spyropoulos |
| Federal Legislation                      | Alvarez     | Meany       |
| Finance                                  | Spyropoulos | Meany       |
| Industrial Waste & Water Pollution       | Thompson    | Avila       |
| Information Technology                   | Steele      | Thompson    |
| Judiciary                                | Spyropoulos | Thompson    |
| Labor & Industrial Relations             | Santos      | Alvarez     |
| Maintenance & Operations                 | Avila       | Meany       |
| Monitoring & Research                    | Thompson    | Steele      |
| Municipalities                           | Shore       | Santos      |
| Pension, Human Resources & Civil Service | Meany       | McGowan     |
| Public Health & Welfare                  | Avila       | Spyropoulos |
| Public Information & Education           | Shore       | McGowan     |
| Procurement                              | McGowan     | Santos      |
| Real Estate Development                  | Spyropoulos | Santos      |
| State Legislation & Rules                | Santos      | Alvarez     |
| Stormwater Management                    | Alvarez     | Steele      |

### 2014 REGULAR BOARD MEETING SCHEDULE

|           |                    |    |
|-----------|--------------------|----|
| January   | 9                  | 23 |
| February  | 6                  | 20 |
| March     | 6                  | 20 |
| April     | 3                  | 17 |
| May       | 1                  | 15 |
| June      | 5                  | 19 |
| July      | 10                 |    |
| August    | 7                  |    |
| September | 4                  | 18 |
| October   | 2                  | 16 |
| November  | 6                  | 20 |
| December  | 2 (Annual Meeting) |    |
| December  | 4                  | 18 |

# 2014

## January

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

## February

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 |    |

## March

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 |    |    |    |    |    |

## April

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 |    |    |    |

## May

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    |    | 1  | 2  | 3  |
| 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

## June

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 |    |    |    |    |    |

## July

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    | 1  | 2  | 3  | 4  | 5  |
| 6  | 7  | 8  | 9  | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 |    |    |

## August

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    |    |    | 1  | 2  |
| 3  | 4  | 5  | 6  | 7  | 8  | 9  |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 |    |    |    |    |    |    |

## September

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 |    |    |    |    |

## October

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    | 1  | 2  | 3  | 4  |
| 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 |    |

## November

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    |    |    |    |    |    | 1  |
| 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 |    |    |    |    |    |    |

## December

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
|    | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 |    |    |    |

**Call Meeting to Order****Roll Call****Approval of Previous Board Meeting Minutes****Recess and Reconvene as Committee of the Whole****Recess and Reconvene as Board of Commissioners****Finance Committee****Report**

- 1     [14-0363](#)     Report to the Board of Commissioners on The Boeing Company's Request for Reimbursement in the amount of \$102,337.03 pursuant to the terms of a Tax Reimbursement Agreement approved by the Board on September 6, 2001
- 2     [14-0375](#)     Report on Cash Disbursements for the Month of March 2014, in the amount of \$48,509,832.10

**Authorization**

- 3     [14-0427](#)     Request Authority to Dispose of District Records  
**Attachments:**     [Records Diposal Certificates](#)

**Procurement Committee****Report**

- 4     [14-0384](#)     Report of bid opening of Tuesday, April 15, 2014
- 5     [14-0403](#)     Report of bid opening of Tuesday, April 22, 2014
- 6     [14-0413](#)     Report on rejection of proposals for 13-RFP-01, Consulting Services for Implementation of E-Procurement Business Process Solutions, estimated cost \$600,000.00

**Authorization**

- 7     [14-0387](#)     Authorization for payment to DuPage River/Salt Creek Workgroup for membership dues in an amount not to exceed \$66,661.00, Account 101-15000-612280.

- 8      [14-0404](#)      Authorization to amend the agreement with Christopher B. Burke Engineering, Ltd. (CBBEL), for professional engineering services for Contract 13-809-5C, Implementation of the Watershed Management Ordinance - Phase B
- 9      [14-0406](#)      Authorization to amend Board Order of February 6, 2014, regarding Issue purchase order and enter into an agreement with AT&T Mobility National Accounts LLC, for Mobile Iron mobile device management system under the State of Illinois contract CMS033559SA, in an amount not to exceed \$26,300.00, Account 101-27000-612210, Requisition 1374529, Agenda Item No. 31, File No. 14-0079
- 10     [14-0411](#)      Authorization to amend Board Order of April 17, 2014, regarding Authority to advertise Contract 14-618-11 Furnish and Deliver HVAC and Refrigeration Parts and Services, estimated cost \$348,700.00, Accounts 101-67000/68000/69000-612680/623070/623090/623270/623840, Requisitions 13450344, 1343325, 1343658, 1346193, 1345007, 1345641, Agenda Item No. 11, File No. 14-0320

#### Authority to Advertise

- 11     [14-0385](#)      Authority to advertise Contract 14-040-11, Furnish and Deliver Computer Supplies to Various Locations, for a One-Year Period, estimated cost \$47,600.00, Account 101-20000-623810
- 12     [14-0388](#)      Authority to advertise Contract 14-407-21, Furnish and Deliver Six New Ram Promaster 2500 Cargo Vans, estimated cost \$198,000.00, Account 201-50000-634860, Requisition 1376985
- 13     [14-0400](#)      Authority to advertise Contract 14-051-11 Furnish and Deliver Miscellaneous Hand Tools to Various Locations for a One (1) Year Period, estimated cost \$52,000.00, Account 101-20000-623680
- 14     [14-0414](#)      Authority to advertise Contract 14-986-11 Supervision of Locomotive Inspection, Certification and Repair, estimated cost \$148,300.00, Accounts 101-69000-612670/623250, Requisition 1372073
- 15     [14-0415](#)      Authority to advertise Contract 14-772-11 Sewer Cleaning in the North Service Area, estimated cost \$269,500.00, Accounts 101-66000/67000-612600, Requisition 1376370

#### Issue Purchase Order

- 16     [14-0376](#)      Issue purchase order to Oracle America, Inc. to Furnish and Deliver Primavera software application licensing maintenance for a one-year period, in an amount not to exceed \$12,701.56, Account 101-27000-612820, Requisition 1378103

- 
- 17     [14-0379](#)     Issue purchase order for Contract 14-100-12 (Re-Bid) Furnish and Deliver Radiochemical Analyses of Water and Wastewater Samples to Environmental, Inc., in an amount not to exceed \$53,184.00, Account 101-16000-612490, Requisition 1361727
- 18     [14-0382](#)     Issue Purchase Order for Contract 13-611-21, Furnish and Deliver Trash Collection Boats to the Stickney Water Reclamation District, to Elastec, Inc., in an amount not to exceed \$265,722.00, Account 201-50000-634790, Requisition 1369634
- 19     [14-0383](#)     Issue purchase order for Contract 14-914-11 Furnishing and Delivering Mechanical Parts to Various Service Areas, to Motion Industries, Inc., in an amount not to exceed \$266,590.00, Accounts 101-67000, 68000, 69000-623270, Requisitions 1359770, 1359788, 1359790, 1359793, 1360887 360887 and 1367568
- 20     [14-0386](#)     Issue purchase order to Bob Ridings, Inc., to Furnish and Deliver two Ford F350 pickup trucks under the State of Illinois Joint Purchasing Contract No. 4017340, in an amount not to exceed \$63,925.00, Account 201-50000-634860, Requisition 1377519
- 21     [14-0398](#)     Issue purchase order and enter into an agreement for Contract 14-RFP-12 Analysis of Physically Demanding Job Classifications and Development of Related Job Analyses for Pre-Employment, Post-Offer and Return-to-Work Testing of Physically Demanding Job Classifications with Mercy Hospital and Medical Center for the period July 1, 2014 through June 30, 2017, in an amount not to exceed \$65,000.00, Account No. 101-25000-612260, Requisition 1370457
- 22     [14-0402](#)     Issue purchase order and enter into an agreement with Agilent Technologies, Inc., to furnish and deliver technical support for Agilent equipment, in an amount not to exceed \$133,210.62, Accounts 101-16000-61297 and 623570, Requisition 1377516
- 23     [14-0407](#)     Issue purchase order and enter into an agreement for Contract 13-RFP-04 Consulting Services for Performance Management System, with Clarity Partners, LLC, in an amount not to exceed \$500,000.00, Account 201-50000-601170 Requisition 1354045

**Award Contract**

- 24     [14-0380](#)     Authority to award Contract 06-158-3S, Des Plaines River Intercepting Sewer Rehabilitation, SSA, to Kenny Construction Company, in an amount not to exceed \$13,260,672.00, plus a five (5) percent allowance for change orders, in an amount of \$663,033.60, for a total amount not to exceed \$13,923,705.60, Account 401-50000-645700, Requisition 1362017

**Attachments:**     [08-AA.pdf](#)  
                               [PROJECT INFO.pdf](#)

**Increase Purchase Order/Change Order**

- 25     [14-0381](#)     Authority to decrease purchase order for Contract 12-442-11, Furnishing On-Site Maintenance Service for Personal Computers, Laptops, Thin Client Units, LCD Flat Panel Monitors, Printers, Scanners and Peripherals, to Systems Solutions, Inc. (SSI) in an amount of \$2,080.98, from an amount of \$19,332.00, to an amount not to exceed \$17,251.02, Account 101-27000-612810, Purchase Order 3072048
- 26     [14-0389](#)     Authority to decrease Contract 11-914-11, Furnish and Deliver Mechanical Repair Parts to the Stickney Water Reclamation Plant, to Bearings & Industrial Supply Co., Inc., in an amount of \$18,237.49, from an amount of \$65,896.95, to an amount not to exceed \$47,659.46, Account 101-69000-623270, Purchase Order 3066838  
**Attachments:**     [11-914-11 final.pdf](#)
- 27     [14-0396](#)     Authority to increase Contract 06-023-3P Stop Logs and Diversion Pumps at Wilmette Pump Station and Evanston Pump Station Rehabilitation, North Service Area, to F.H. Paschen/S.N. Nielsen in an amount of \$41,635.00, from an amount of \$17,916,103.96, to an amount not to exceed \$ 17,957,738.96, Accounts 101-50000-612620, 401-50000-645620 and 645720, Purchase Order 5001266  
**Attachments:**     [CO 06-023-3P.PDF](#)
- 28     [14-0397](#)     Authority to increase Contract 09-176-3P Sludge Thickening Facilities, Stickney Water Reclamation Plant, to McHugh Construction in an amount of \$317,085.68, from an amount of \$166,004,076.26, to an amount not to exceed \$166,321,161.94, Account 401-50000-645650, Purchase Order 5001115  
**Attachments:**     [CO 09-176-3P.PDF](#)
- 29     [14-0399](#)     Authority to increase purchase order and amend agreement with the law firm of Tabet, Divito & Rothstein, LLC to represent the District in an appeal filed with the Illinois Appellate Court entitled Metropolitan Water Reclamation District of Greater Chicago v. Terra Foundation, et al., Case No. 13-0307, in an amount of \$60,000.00, from an amount of \$700,000.00, to an amount not to exceed \$760,000.00, Account 101-30000-601170, Purchase Order 3076305  
**Attachments:**     [5-1-14 brd ltr attachment report for Tabet increase.pdf](#)
- 30     [14-0405](#)     Authority to decrease Contract 06-363-3D Gloria Alitto Majewski Reservoir Repair and Rehabilitation at the North Service Area, to IHC Construction Companies, LLC in an amount of \$433,473.22, from an amount of \$5,931,777.00, to an amount not to exceed \$5,498,303.78, Account 401-50000-645720 Purchase Order 5001286  
**Attachments:**     [CO 06-363-3D.pdf](#)

- 31     [14-0408](#)     Authority to increase Contract\_11-617-11, Maintenance and Repair Services for Switchgear, Transformers and Motors at Various Service Areas, to Magnetech Industrial Services, Inc., in an amount of \$20,000.00, from an amount of \$98,628.27, to an amount not to exceed \$118,628.27, Account 101-66000-612620, Purchase Order 5001254  
**Attachments:**     [11-617-11 041114.pdf](#)
- 32     [14-0410](#)     Authority to increase Contract 11-818-11, Maintenance and Repair Laboratory Walk-In Coolers, Air Conditioners, Chillers and Ventilation Systems in the Calumet Service Area, to Anchor Mechanical, Inc., in an amount of \$39,599.00, from an amount of \$158,396.01, to an amount not to exceed \$197,995.01, Account 101-68000-612680, Purchase Order 5001245  
**Attachments:**     [11-818-11 PO 5001245 Change Order Log as of 4-8-2014 for 5-1-2014 BM.pdf](#)
- 33     [14-0417](#)     Authority to decrease purchase order for Contract 08-418-12, Furnish and Deliver Fifty-Two (52) Multi-Functional Photocopier Devices and a Five-Year Repair Service, Supplies and Maintenance Agreement at Various Locations to Distinctive Business Products, d/b/a Chicago Office Technology Group in an amount of \$11,150.36, from an amount of \$374,299.96, to an amount not to exceed \$363,149.60, Account 101-27000-612810, Purchase Order 3054728

## Budget & Employment Committee

### Authorization

- 34     [14-0377](#)     Authority to transfer 2014 departmental appropriations in the amount of \$16,000.00 in the Construction Fund  
**Attachments:**     [05.01.14 Board Transfer BF5.pdf](#)

## Judiciary Committee

### Authorization

- 35     [14-0373](#)     Authority to settle the Workers' Compensation claim of Martin DePass v. MWRDGC, Claim #W000817710, in the total sum of \$38,000.00, Account 901-30000-601090
- 36     [14-0374](#)     Authority to settle the Workers' Compensation claim of Daniel Gierut v. MWRDGC, Claim #W000838371, in the total sum of \$38,000.00, Account 901-30000-601090

## Maintenance & Operations Committee

### Authorization



- 37     [14-0372](#)     Authorization to negotiate and enter into an Intergovernmental Agreement with the City of Chicago Department of Streets and Sanitation for the purpose of accepting the delivery of woodchips to create a composted biosolids product.

## **Pension, Human Resources & Civil Service Committee**

### **Authorization**

- 38     [14-0409](#)     Request for advice and consent as to the Executive Director's designation of Ronald M. Hill, General Counsel, as the MWRD's Ethics Advisor, pursuant to the Ethics Ordinance
- 39     [14-0412](#)     Request for advice and consent to the appointments and compensation of Zelda B. Harris, Jose A. Lopez, and Michael J. Weicher as Commissioners to the MWRD Ethics Commission, pursuant to the Ethics Ordinance

## **Public Information & Education**

### **Authorization**

- 40     [14-0367](#)     Report on May 3, 2014 State of Illinois Environmental Protection Agency's Household Hazardous Waste Collection Program

## **Real Estate Development Committee**

### **Authorization**

- 41     [14-0378](#)     Authority to grant a 25-year non-exclusive easement to AT & T to construct, operate, maintain, repair and remove a shelter building within a 25' x 40' area and to place antennae on the District's adjacent water tower located at 3908 South Laramie Avenue in Stickney, Illinois. Consideration shall be an initial annual fee of \$21,600.00  
  
**Attachments:**     [brd ltr attachment map AT&T 25 yr easement 3908 S Laramie.pdf](#)
- 42     [14-0420](#)     Authority to issue a three-month confined space entry permit to the Village of Wheeling to install, monitor, and remove seven flow meters within the District's intercepting sewers located in Wheeling, Illinois for a sanitary sewer evaluation survey. Consideration shall be a nominal fee of \$10.00  
  
**Attachments:**     [5-1-14 brd ltr attachment map-Village of Wheeling permit.pdf](#)

## **Stormwater Management Committee**

### **Authorization**

- 43     [14-0392](#)     Authority to enter an intergovernmental agreement with the Village of Hinsdale whereby the Village of Hinsdale will enforce the DuPage County Countywide Stormwater and Flood Plain Ordinance for the entire Village of Hinsdale
- 44     [14-0393](#)     Authority to enter into intergovernmental agreements with the Village of Northbrook and the Village of Niles for authorization to administer provisions of the Watershed Management Ordinance with respect to stormwater management
- 45     [14-0394](#)     Authority to approve and adopt permit fees for the Watershed Management Ordinance  
*Attachments:*     [WMO Appendix F Permit Fees.pdf](#)

## Miscellaneous and New Business

### Resolution

- 46     [14-0366](#)     RESOLUTION sponsored by the Board of Commissioners recognizing the 100 year anniversary of the incorporation of Schiller Park
- 47     [14-0419](#)     RESOLUTION sponsored by the Board of Commissioners congratulating employees who retired in the last year  
*Attachments:*     [retirees 4-30-14.pdf](#)

## Adjournment



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0363, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON FINANCE

Mr. David St. Pierre, Executive Director

Report to the Board of Commissioners on The Boeing Company's Request for Reimbursement in the amount of \$102,337.03 pursuant to the terms of a Tax Reimbursement Agreement approved by the Board on September 6, 2001

Dear Sir:

On September 6, 2001, the Board of Commissioners authorized the District to enter into a Tax Reimbursement Agreement (Agreement) with The Boeing Company (Boeing). The Agreement requires the District to reimburse Boeing for property taxes paid to the District for a period not to exceed 20 years as an incentive for Boeing relocating its corporate headquarters to Illinois. The Agreement was pursuant to amendments to the Corporate Headquarters Relocation Act and the Property Tax Code that offered incentives to large, multi-national corporations to relocate their corporate headquarters to Illinois.

On January 13, 2014, Boeing submitted its yearly request for reimbursement in the amount of \$102,337.03 for the 2013 calendar year. The request for reimbursement was accompanied by copies of paid tax bills and other supporting documentation evidencing the amount of reimbursement that Boeing is entitled to under the Agreement.

The Agreement provides that reimbursement is contingent upon Boeing complying with certain conditions precedent set forth in the Agreement that must be verified by the City of Chicago (City). On April 10, 2014, the District received a report from the City confirming Boeing's compliance with such conditions. The City's verification of Boeing's compliance renders Boeing eligible for reimbursement. Payment will be made in accordance with the applicable sections of the Agreement.

Respectfully Submitted, Ronald M. Hill, General Counsel, RMH:bh



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0375, **Version:** 1

---

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON FINANCE

Mr. David St. Pierre, Executive Director

Report on Cash Disbursements for the Month of March 2014, in the amount of \$48,509,832.10

Dear Sir:

Submitted herewith are the Cash Disbursements for the Month of March 2014.

|                                |                        |
|--------------------------------|------------------------|
| Corporate Fund                 | \$34,580,033.45        |
| Capital Improvements Bond Fund | 12,338,636.88          |
| All Other Funds                | <u>1,591,161.77</u>    |
| Total Disbursements            | <u>\$48,509,832.10</u> |

The Chairman of the Committee on Finance submits the following Cash Disbursements Report for acceptance by the Board of Commissioners. JP Morgan Chase check series 367255 through 368017 as well as electronic vendor payments, both as referenced on Cash Disbursements Report pages 1-37 are included in the attached report.

Pursuant to 70 ILCS 2605 11.23, the Comptroller shall conduct audits of all expenditures incident to all purchase orders and contracts awarded by the Director of Procurement and Materials Management. The Comptroller shall report the results of such audits to the President of the Board of Commissioners. As a result, it is requested that the Board of Commissioners accept the Cash Disbursements Report and direct the Clerk to publish and file the report.

Respectfully Submitted, Matthew Glavas, Comptroller

Attachment



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0427, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 01, 2014**

#### COMMITTEE ON FINANCE

Mr. David St. Pierre, Executive Director

Request Authority to Dispose of District Records

Dear Sir:

The regulations of the Local Records Commission of Cook County (Commission) provide for continuing authority to destroy records after specified periods of time or the occurrence of specified events. An agency's records custodian may request this continuing authority by submitting to the Commission schedules of public records that are neither needed in the transaction of current business nor have sufficient administrative, legal or fiscal value to warrant their future preservation.

Accordingly, it is requested that the Board of Commissioners approve for disposal the departmental records listed on the attached documents. Upon receipt of Board approval, the lists will be presented to the Commission for review and approval, pursuant to 50 ILCS 205/6 and 7; and following Commission approval, the records will be destroyed in accordance with the approved schedule(s).

Requested, Jacqueline Torres, Clerk/Director of Finance, JT:ra

Respectfully Submitted, Mariyana T. Spyropoulos, Chairman Committee on Finance

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachments

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Treasury  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
| 600                     | Administrative Files and General & Administrative Correspondence | 2010-2012          | NEG                          |
| 601                     | Bond Records cancelled or due                                    | 2009-2011          | NEG                          |
| 602                     | Daily Cash Receipts  | 2009-2011          | NEG                          |
| 603                     | Daily Computer Input Forms                                       | 2011-2013          | NEG                          |
| 604                     | Employee Expense Records   | 2004-2006          | NEG                          |
| 605                     | Insurance Deduction Records                                      | 2004-2006          | NEG                          |
| 606                     | Investment Inventory Records matured                             | 2004-2006          | NEG                          |
| 607                     | State and Federal Tax Reports W-4's superseded or terminated     | 2011-2013          | NEG                          |
|                         | Other  | 2004-2006          | NEG                          |
| 608                     | Tax Anticipation Warrants  | 2004-2006          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12/31/2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by: \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-General Administration  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | EXECUTIVE DIRECTOR   |                    |                              |
| 900                     | Administrative Files and General and Administrative Correspondence | 2010-2012          | NEG                          |
| 901                     | Administrative Files and General and Administrative Correspondence | 2010-2012          | NEG                          |
| 902                     | Building Maintenance Records routine                               | 2009-2011          | NEG                          |
|                         | Capital Improvement  | 2001-2003          | NEG                          |
| 903                     | Equipment Maintenance Records disposed equipment                   | 2011-2013          | NEG                          |
|                         | AFFIRMATIVE ACTION   |                    |                              |
| 700                     | Administrative Files & General & Administrative Correspondence     | 2010-2012          | NEG                          |
| 701                     | Administrative Files & General & Administrative Correspondence     | 2010-2012          | NEG                          |
| 702                     | Affirmative Action Certified Payrolls project completed            | 2006-2008          | NEG                          |
| 703                     | Contract Documentation completed terms                             | 2001-2003          | NEG                          |
|                         | Copies completed terms   | 2006-2008          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12/31/2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by: \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-General Administration  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6659

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | <b>BUDGET AND MANAGEMENT RECORDS</b>                               |                    |                              |
| 800                     | Administration Correspondence Files                                | 2010-2012          | 1                            |
| 801                     | Budgets  | 2004-2006          | 1                            |
| 802                     | Budget Work Papers   | 2009-2011          | 1                            |
|                         | <b>PUBLIC AFFAIRS</b>  |                    |                              |
| 1000                    | Administrative Files and General and Administrative Correspondence | 2010-2012          | NEG                          |
| 1001                    | Annual Reports District  | 2004-2006          | NEG                          |
| 1004                    | Freedom of Information Act Requests and Denials                    | 2009-2011          | NEG                          |
| 1005                    | News Clippings   | 2010-2012          | NEG                          |
| 1008                    | Video, Movies Informational Presentations use complete             | 2011-2013          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_



# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-General Administration  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500CONTACT: Clerk/Director of Finance

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES             | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|---------------------------|--------------------|------------------------------|
|                         | FLEET                     |                    |                              |
| 408                     | Equipment Records         | 1979-2011          | 8.8                          |
| 501                     | Automobile Repair Records | 1977-2011          | 6.24                         |
| 1103                    | Accident Report Files     | 1980-2006          | 1.04                         |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-General Administration  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6659

CONTACT:

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | POLICE HEADQUARTERS RECORDS  |                    |                              |
| 1200                    | Administrative Files and Administrative and General Correspondence | 2010-2012          | NEG                          |
| 1201                    | Buildings Entry Register (Sign In Sheets)                          | 2009-2011          | 1                            |
| 1202                    | Car Check Report   | 2009-2011          | 1                            |
| 1203                    | Court Appearance Form  | 2009-2011          | 1                            |
| 1204                    | Daily Police Assignment Sheets                                     | 2009-2011          | 1                            |
| 1205                    | Field Contact Cards  | 2009-2011          | 1                            |
| 1206                    | Gate Records for District Employees                                | 2009-2011          | NEG                          |
| 1207                    | Gate Records for Visitors and Trucks                               | 2009-2011          | 1                            |
| 1208                    | Juvenile Release Forms   | 2009-2011          | 1                            |
| 1209                    | Material Pass (in and out of plants)                               | 2010-2012          | 1                            |
| 1210                    | Motor Vehicle Incident Report                                      | 2004-2006          | 1                            |
| 1211                    | Offense/Incident Reports (except felonies)                         | 1992-2006          | 1                            |
| 1212                    | Police Officer's Daily Activity Log                                | 2009-2011          | 1                            |
| 1213                    | Police Radio Log   | 2001-2003          | 1                            |
| 1214                    | Police Telephone Log   | 2009-2011          | NEG                          |
| 1215                    | Report Control Log   | 2004-2006          | 1                            |
| 1216                    | Police Check Records-Employees                                     | 2006-2008          | 1                            |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by :

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-General Administration  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6659

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES                                       | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|---|--------------------|------------------------------|
|                         | POLICE HEADQUARTERS RECORDS                         |                    |                              |
| 1217                    | Security Vehicle Inspection Reports daily checklist | 2009-2011          | NEG                          |
| 1218                    | Traffic Accident Report                             | 2004-2006          | 1                            |
| 1219                    | Traffic Violation Notices                           | 2010-2012          | NEG                          |
| 1220                    | Vehicle Mileage & Expense Report                    | 2009-2011          | 1                            |
| 1221                    | Watch Commander's Inventory                         | 2009-2011          | 1                            |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature \_\_\_\_\_

Date \_\_\_\_\_

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by: \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: \_\_\_\_\_

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Monitoring and Research  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500CONTACT: Clerk/Director of Finance

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | Research and Development Executive Section                         |                    |                              |
| 1900                    | Consultant Agreements  | 2001-2003          | 3                            |
| 1901                    | Contracts, Agreements and Leases                                   | 2001-2003          | 3                            |
|                         | Industrial Waste Enforcement                                       |                    |                              |
| 2000                    | Administrative files and general and administrative correspondence | 2010-2012          | NEG                          |
| 2001                    | Company files copies only  | 2001-2003          | 108                          |
| 2002                    | Industrial Waste generation and disposal reports (manifest files)  | 2006-2008          | NEG                          |
|                         | Industrial Waste Division Surveillance                             |                    |                              |
| 2100                    | Surveillance Files<br>(Industrial Waste Division Enforcement)      | 2008-2010          | 5                            |
|                         | Industrial Waste Division User Charge                              |                    |                              |
| 2200                    | Rate Determination Letters   | 2006-2008          | NEG                          |
| 2201                    | User Charge Customer Files   | 2001-2003          | 75.6                         |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature \_\_\_\_\_ Date \_\_\_\_\_

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC- Monitoring and Research  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6659

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES   | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|---|--------------------|------------------------------|
|                         | Industrial Waste Division Analytical Laboratory               |                    |                              |
| 2300                    | Cyanide and phenol charts                                     | 2006-2008          | NEG                          |
| 2301                    | Industrial Waste analytical data files                        | 2009-2011          | 48                           |
| 2302                    | Industrial Waste biochemical oxygen demand work sheets files  | 2006-2008          | 6                            |
| 2303                    | Interrogatories   | 2006-2008          | NEG                          |
| 2304                    | Lab bench books   | 2006-2008          | 3                            |
| 2305                    | PH tags general chemistry                                     | 2008-2010          | NEG                          |
| 2306                    | Quality assurance/control data                                | 2005-2007          | NEG                          |
| 2307                    | Quality assurance/control industrial waste spike program data | 2006-2008          | NEG                          |
| 2308                    | Sample receipts   | 2006-2008          | 9                            |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Monitoring and Research  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: ( 708 )588.4176CONTACT: Kathleen Quinlan

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | Environmental Monitoring and Research Administration           |                    |                              |
| 2400                    | Administrative files and general administrative correspondence | 2004-2012          | NEG                          |
| 2402                    | Laboratory log (sample receipts)                               | 2006-2008          | NEG                          |
| 2403                    | Progress reports   | 2009-2011          | NEG                          |
| 2404                    | Purchase requisitions  | 2009-2011          | 8                            |
|                         | Environmental Monitoring and Research Division                 |                    |                              |
|                         | Biology, Virology, Toxicology                                  |                    |                              |
| 2500                    | Lab test results   | 2006-2008          | 9.25                         |
| 2501                    | Quality Control logs   | 2008-2010          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Monitoring and Research  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: ( 312 ) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES                                       | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|---|--------------------|------------------------------|
|                         | ENVIRONMENTAL MONITORING & RESEARCH FISHERIES       |                    |                              |
| 2600                    | Bacterial Lab Data Cards                            | 2006-2008          | NEG                          |
| 2601                    | Fish Scale Samples                                  | 2001-2003          | NEG                          |
| 2602                    | Fisheries Database                                  | 2006-2008          | NEG                          |
| 2603                    | Groundwater, River, Beach Analytical Base           | 2006-2008          | NEG                          |
| 2604                    | Lab Data Logs                                       | 2006-2008          | NEG                          |
| 2605                    | Special Investigation Reports                       | 2006-2008          | NEG                          |
| 2606                    | Water Quality Data Files                            | 2006-2008          | NEG                          |
|                         | ENVIRONMENTAL MONITORING & RESEARCH AQUATIC BIOLOGY |                    |                              |
| 2700                    | Analytical Data Files                               | 2006-2008          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature \_\_\_\_\_

Date \_\_\_\_\_

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Monitoring and Research  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611

City, ZIP Code

TELEPHONE: ( 312 ) 751-6500CONTACT: Clerk/Director of Finance

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | ENVIRONMENTAL MONITORING & RESEARCH ANALYTICAL<br>MICROBIOLOGY     |                    |                              |
| 2800                    | Administrative files and administrative and general correspondence | 2010-2012          | 14.0                         |
| 2801                    | Analytical raw data district operations monitoring                 | 2006-2008          | 6.0                          |
| 2802                    | Analytical raw data environmental monitoring studies               | 2006-2008          | 1.5                          |
| 2803                    | Class A sludge certification files                                 | 2006-2008          | NEG                          |
| 2804                    | Drinking water, waste water and special analyses log books         | 2006-2008          | 3.0                          |
| 2805                    | Quality control files  | 2006-2008          | 1.5                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_



# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Monitoring & Research  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES   | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|---|--------------------|------------------------------|
|                         | ENVIRONMENTAL MONITORING & RESEARCH WASTE WATER<br>TREATMENT RESEARCH |                    |                              |
| 2900                    | Air Sample Reports  | 2006-2008          | NEG                          |
| 2901                    | Groundwater Analysis Raw Data   | 2006-2008          | NEG                          |
| 2902                    | Groundwater, River and Analytical Raw Data                            | 2006-2008          | NEG                          |
| 2903                    | Lab Notebooks   | 2006-2008          | NEG                          |
| 2904                    | Lab Test Results  | 2006-2008          | NEG                          |
| 2905                    | Odor Investigation Reports/Complaints                                 | 2006-2008          | NEG                          |
| 2906                    | Sludge Quality Control Data   | 2006-2008          | NEG                          |
| 2907                    | Special Studies data summarized in final report of research project   | 2008-2010          | NEG                          |
|                         | ENVIRONMENTAL MONITORING & RESEARCH SEDIMENT & WATER<br>QUALITY       |                    |                              |
| 3000                    | Sediment Quality Data Files   | 2006-2008          | NEG                          |
| 3001                    | Water Quality Data Files  | 2006-2008          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature \_\_\_\_\_

Date \_\_\_\_\_

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Monitoring and Research  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | ENVIRONMENTAL MONITORING & RESEARCH LAND RECLAMATION<br>& SOIL SCIENCE   |                    |                              |
| 3100                    | Administrative Files and General and Administrative Correspondence   | 2010-2012          | NEG                          |
| 3102                    | Plant Analyses Raw Data  | 2006-2008          | NEG                          |
| 3103                    | Run Off Retention Basins Raw Data  | 2006-2008          | NEG                          |
| 3104                    | Sewage Sludge Analyses   | 2006-2008          | NEG                          |
| 3105                    | Soil Sampling Raw data summarized in R&D Final Report of Research<br>Projects  | 2006-2008          | NEG                          |
| 3106                    | Streams and Surface Waters Raw Data summarized in monthly<br>report to IEPA summary data retained permanently electronically | 2006-2008          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Monitoring and Research  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES   | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|---|--------------------|------------------------------|
|                         | ENVIRONMENTAL MONITORING & RESEARCH EXPERIMENTAL<br>DESIGN & EVALUATION |                    |                              |
| 3201                    | Industrial Users Pretreatment Program Raw Data                          | 2006-2008          | NEG                          |
| 3202                    | Industrial Raw Data from Radiology Projects                             | 2006-2008          | NEG                          |
| 3203                    | Log Books   | 2006-2008          | NEG                          |
| 3206                    | Radioactive Material Handling License expired                           | 2003-2005          | NEG                          |
| 3207                    | Radiology Raw Data  | 2008-2010          | NEG                          |
| 3208                    | US EPA Inter Comparison Studies Program                                 | 2006-2008          | NEG                          |
| 3209                    | Water Quality Raw Data  | 2001-2003          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Monitoring and Research  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611

City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | ENVIRONMENTAL MONITORING & RESEARCH TOXIC SUBSTANCES         |                    |                              |
| 3300                    | Analytical Raw Data  | 2006-2008          | NEG                          |
| 3301                    | Instrument Service and Repair Files annual manufacturer test | 2006-2008          | NEG                          |
| 3302                    | Quality Assurance/Quality Control Files                      | 2006-2008          | NEG                          |
| 3303                    | Sample Custody Log   | 2008-2010          | NEG                          |
| 3304                    | Sample Logs  | 2006-2008          | NEG                          |
| 3305                    | Sample Process Log   | 2006-2008          | NEG                          |
| 3306                    | Sample Tracking System                                       | 2008-2010          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by: \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03-002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Procurement & Materials Management  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6659

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
| 500                     | Administrative Files and General & Administrative Correspondence | 2010-2012          | NEG                          |
| 501                     | Automobile Repair Files  | 2009-2011          | NEG                          |
| 502                     | Budget Working Papers  | 2009-2011          | NEG                          |
| 503                     | Contracts completed terms  | 2001-2003          | NEG                          |
|                         | Copies completed terms   | 2006-2008          | NEG                          |
| 504                     | History Cards updated  | 2011-2013          | NEG                          |
| 505                     | Material Issue Requests  | 2009-2011          | NEG                          |
| 506                     | Monthly Inventory Activity Reports                               | 2009-2011          | NEG                          |
| 507                     | Purchase Orders  | 2009-2010          | 48                           |
| 508                     | PO Log   | 2009-2011          | NEG                          |
| 509                     | Requisition Log  | 2009-2011          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-13

Signature \_\_\_\_\_

Date \_\_\_\_\_

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by: \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Human Resources  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: ( 312 ) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES   | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|---|--------------------|------------------------------|
|                         | ADMINISTRATION  |                    |                              |
| 1300                    | Administrative Correspondence and residency files                           | 2010-2012          | 1                            |
| 1301                    | Employment Applications and support documents                               | 2009-2011          | 2                            |
| 1302                    | Bid Records Training successful   | 2001-2003          | NEG                          |
|                         | Unsuccessful  | 2008-2010          | NEG                          |
|                         | Departmental copies process complete  | 2011-2013          | NEG                          |
| 1305                    | Criminal History Files employees terminated or not hired                    | 2006-2008          | NEG                          |
| 1306                    | Family Medical Leave Act requests   | 1993-2008          | NEG                          |
| 1308                    | Medical Files not hired   | 2010-2012          | NEG                          |
|                         | Terminated Employees  | 2006-2008          | NEG                          |
| 1309                    | Employment History Cards terminated 60 yrs or 78 <sup>th</sup> b-day        | 2011-2013          | NEG                          |
| 1310                    | Personnel Action Forms (Transaction Reports)                                | 2006-2008          | 2                            |
| 1311                    | Personnel Files terminated work and salary 60 yrs or 78 <sup>th</sup> b-day | 2006-2008          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12/31/13

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Human Resources  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | COMPENSATION & BENEFITS                                      |                    |                              |
| 1401                    | Group Membership Insurance Records                           | 2006-2008          | 2                            |
| 1402                    | Health Plans-Billing backup                                  | 1990-2003          | 2                            |
| 1403                    | Administrative Correspondence (Comp & Benefits)              | 2010-2012          | 1                            |
| 1404                    | Job Classification Files superseded                          | 2006-2008          | NEG                          |
| 1406                    | Group Insurance Records                                      | 2006-2008          | 4                            |
| 1408                    | Life Insurance Claims 7 yrs after payment                    | 2004-2006          | NEG                          |
| 1409                    | State and Federal Tax Reports W-4's superseded or terminated | 2011-2013          | NEG                          |
|                         | Other  | 2004-2006          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Human Resources  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | <b>EXAMINATIONS</b>  |                    |                              |
| 1501                    | Administrative Correspondence (Examinations)                           | 2010-2012          | 1                            |
| 1502                    | Applications for Employment and Support Documents                      | 2009-2012          | NEG                          |
| 1503                    | Solicited Applications (not placed on Eligible List)                   | 1990-2010          | 1                            |
| 1504                    | Down Lists   | 2008-2010          | 14                           |
| 1505                    | Examination Cassette Tapes   | 2008-2010          | 3                            |
| 1506                    | Exam Master Files and Candidate Papers                                 | 2008-2010          | 6                            |
|                         | <b>LABOR RELATIONS</b>   |                    |                              |
| 1601                    | Administrative Correspondence (L&ER)                                   | 2010-2012          | 1                            |
| 1602                    | Charitable Combined Donations Files                                    | 2004-2006          | 3                            |
| 1607                    | Random Drug Test Files terminated employees                            | 2006-2008          | NEG                          |
| 1608                    | Unemployment Claim Vouchers copies                                     | 2008-2010          | NEG                          |
| 1609                    | Union Dues Fair Share Files  | 2008-2010          | 2                            |
| 1610                    | Union Dues and Fair Share Authorization Cards superseded or terminated | 2010-2012          | NEG                          |
| 1611                    | Union Notification bi-weekly   | 2010-2012          | 2                            |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_



## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Human Resources  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: Clerk/Director of Finance

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES                                      | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | TRAINING AND EEO                                   |                    |                              |
| 1700                    | Affirmative Action Reports                         | 1991-1993          | NEG                          |
| 1701                    | EEO Recommendations                                | 2006-2008          | NEG                          |
| 1702                    | Employees Complaint Files settled                  | 2006-2008          | NEG                          |
| 1703                    | FMLA Files copies                                  | 2008-2010          | NEG                          |
| 1704                    | Requesting Files                                   | 2010-2012          | NEG                          |
| 1705                    | Training RFP's                                     | 2010-2012          | NEG                          |
| 1706                    | Tuition Reimbursement Seminar and Conference Files | 2008-2010          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by :

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Human Resources  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
|                         | SAFETY HEADQUARTERS  |                    |                              |
| 1100                    | Accident Reports of Non District Personnel                         | 2004-2006          | NEG                          |
| 1101                    | Acknowledgement of Safety Rules                                    | 2009-2011          | NEG                          |
| 1102                    | Administrative Files and General and Administrative Correspondence | 2010-2012          | NEG                          |
| 1103                    | Accident Report Files  | 2004-2006          | NEG                          |
| 1105                    | Construction Contracts completed terms                             | 2001-2003          | NEG                          |
| 1106                    | Escape Pack Use Reports  | 2004-2006          | NEG                          |
| 1107                    | Fire Reports   | 2004-2006          | NEG                          |
| 1108                    | Job Safety Checklists  | 2009-2011          | NEG                          |
| 1109                    | MSD Sheets product no longer used or stored                        | 2001-2003          | NEG                          |
| 1110                    | Medical Records and Test Results Employees terminated              | 2006-2008          | NEG                          |
| 1111                    | Monthly First Aid Activity Statistical Reports                     | 2009-2011          | NEG                          |
| 1112                    | Safety Equipment Deficiency List                                   | 2009-2011          | NEG                          |
| 1113                    | Safety Equipment Checklist   | 2009-2011          | NEG                          |
| 1114                    | Safety Training Records employees classes no names                 | 2009-2011          | NEG                          |
| 1115                    | Safety Training summary/Evaluation Questionnaire                   | 2011-2012          | NEG                          |
| 1116                    | Sewer Inspection Truck Checklist, Gas Log                          | 2001-2003          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature \_\_\_\_\_

Date \_\_\_\_\_

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by: \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Human Resources  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611  
City, ZIP Code

TELEPHONE: ( 312 ) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES   | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|---|--------------------|------------------------------|
|                         | SAFETY HEADQUARTERS                                       |                    |                              |
| 1117                    | Unsafe Condition Reports inspected and final action taken | 2009-2011          | NEG                          |
| 1118                    | Work Orders   | 2011-2012          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Information Technology  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT:

**Directions:**

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date \_\_\_\_\_

Jacqueline Torres, Director of Finance/Clerk

---

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by :

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

FROM: MWRDGC-Law  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: Clerk/Director of Finance

**Directions:**

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date \_\_\_\_\_

Jacqueline Torres, Director of Finance/Clerk

---

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by :

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC- Finance  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
| 200                     | Accrued Expense Report                                     | 2005-2006          | NEG                          |
| 201                     | Annual Budget  | 2005-2006          | NEG                          |
| 202                     | Appropriation Ledger Report                                | 1969               | NEG                          |
| 203                     | Basic Four Fixed Assets System                             | 2012-2013          | NEG                          |
| 205                     | Budget Trial Balance                                       | 2010-2011          | NEG                          |
| 206                     | Budget Work Sheets   | 2010-2011          | NEG                          |
| 207                     | Cancelled Checks, Bank Statements, and Deposit slips       | 2005-2006          | NEG                          |
| 208                     | Cash Disbursement Listings-Monthly                         | 2010-2011          | NEG                          |
| 209                     | Certified Payroll Registers                                | 2005-2006          | NEG                          |
| 210                     | Clerk's Receipt and Disbursement Report                    | 2005-2006          | NEG                          |
| 211                     | Clerk's Revolving Fund Records, Invoices, Vouchers, Checks | 2005-2006          | NEG                          |
| 212                     | Closed Orders Report                                       | 2010-2011          | NEG                          |
| 213                     | Contracts Completed  | 2002-2003          | NEG                          |
| 214                     | Contract Status Ledger                                     | 2005-2006          | NEG                          |
| 215                     | Cost Analysis Report-Annual                                | 2005-2006          | NEG                          |
| 216                     | Daily Timesheets   | 2005-2011          | 492.20                       |
| 217                     | Employee Expense Registers and Invoices                    | 2005-2006          | 2.4                          |
| 218                     | Engineering Project Cost Distribution                      | 1969               | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

31 December 2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC- Finance  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO.                                    | RECORD SERIES                                    | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|--|--|--------------------|------------------------------|
| 219  | Finance Correspondence File                      | 2011-2012          | NEG                          |
| 220  | Fixed Asset System Report                        | 2005-2006          | NEG                          |
| 221  | Grants Report monthly award activity summary     | 2010               | NEG                          |
| 222  | Internal Audit Documents (Work Papers)           | 2010-2011          | NEG                          |
| 223  | Journal Entries and Working Ledger Sheets        | 1976               | NEG                          |
| 224  | Minutes Copies                                   | 2011-2012          | NEG                          |
| 226  | Open Order Report                                | 2005-2006          | NEG                          |
| 227  | Overtime & Holiday Time Earned Reports           | 2010-2011          | NEG                          |
| 228  | Paid Bills & Invoices with Purchase Order Copies | 2005-2006          | NEG                          |
| 229  | Payment Vouchers**                               | 2005-2006          | 4.8                          |
| 230  | Payroll data Books-Biweekly                      | 2010-2011          | NEG                          |
| 231  | Payroll Distribution System Annual Report        | 2005-2006          | 7.2                          |
| 232  | Payroll Exceptions/ Adjustments                  | 1986               | NEG                          |
| 233  | Payroll Report Research & Development Section    | 1984               | NEG                          |
| 234  | Project Cost Accounting Edits and Updates        | 2010-2011          | NEG                          |
| 235  | Project Cost Analysis Reports                    | 2005-2006          | NEG                          |
| *Subject records have been microfilmed.                    |  |                    |                              |
| **Subject records have been scanned into electronic media. |  |                    |                              |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

31 December 2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC- Finance  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: ( 312 ) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES   | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|---|--------------------|------------------------------|
| 236                     | Real Estate Rental Report                                 | 2010-2011          | NEG                          |
| 237                     | Sick & Vacation Report                                    | 1984               | NEG                          |
| 238                     | Treasurer's Report (monthly)                              | 2010-2011          | NEG                          |
| 239                     | Unit Cost System aka Cost Measurement System              | 1986               | NEG                          |
| 240                     | Unsuccessful Contracts & Bids                             | 2009-2010          | NEG                          |
| 241                     | User Charge Billings*                                     | 2005-2006          | 67.2                         |
| 242                     | User Charge Reports                                       | 2005-2006          | NEG                          |
| 243                     | Vendor Payment Register – Annual Report                   | 2005-2006          | NEG                          |
| 244                     | Year-To-Date Employee Earnings                            | 2012               | NEG                          |
| 245                     | General and Administrative Correspondence                 | 2011-2012          | NEG                          |
|                         | *Subject records have been microfilmed                    |                    |                              |
|                         | **Subject records have been scanned into electronic media |                    |                              |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

31 December 2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_



## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC- Engineering  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: Clerk/Director of Finance

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
| 100                     | Admin Files  | 2010-2012          | NEG                          |
| 102                     | Chief Engineer's Correspondence  | 2010-2012          | NEG                          |
| 103                     | COLFAC Flood Control Files   | 2001-2003          | NEG                          |
| 104                     | COLFAC Sewer Design Contract File after terms                              | 2001-2003          | NEG                          |
| 105                     | Engineering Department Construction Files                                  | 2001-2003          | 500                          |
| 109                     | Peg Books completed project  | 2001-2003          | NEG                          |
| 110                     | Pollution and Emission Control Correspondence                              | 2010-2012          | NEG                          |
| 112                     | Tickets concrete, sand, stone, paving                                      | 2009-2011          | NEG                          |
| 113                     | COLFAC Local Sewer Systems Contract File no plans, specs, etc              | 2001-2003          | NEG                          |
| 114                     | PROFAC Arch & Environ Design Contract Files no plans, specs etc.           | 2001-2003          | NEG                          |
| 115                     | PROFAC Process Design Contract no plans, specs, etc.                       | 2001-2003          | NEG                          |
| 116                     | PROFAC Mechanical Design Files no plans, specs, etc.                       | 2001-2003          | NEG                          |
| 117                     | PROFAC Electrical Design Files no plans, specs, etc.                       | 2001-2003          | NEG                          |
| 118                     | PROFAC Structural Design Files no plans, specs, etc.                       | 2001-2003          | NEG                          |
| 119                     | MWRD Sewerage System Permit Files no approved permit files<br>Voided files | 2007-2009          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by :

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Maintenance and Operations  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
| 400                     | Administrative Files and General and Administrative Correspondence | 2010-2012          | NEG                          |
| 401                     | Accounts Payable Records   | 2004-2006          | NEG                          |
| 402                     | Budget and Work Papers   | 2009-2011          | NEG                          |
| 403                     | Contract Files terms completed                                     | 2001-2003          | NEG                          |
|                         | Copies completed terms   | 2006-2008          | NEG                          |
| 404                     | Construction Records no plans, specs, etc.                         | 2001-2003          | NEG                          |
| 405                     | Crossover Charges  | 2008-2010          | NEG                          |
| 407                     | Energy Records   | 2001-2003          | NEG                          |
| 408                     | Equipment Records disposed equipment only                          | 2011-2012          | NEG                          |
| 409                     | Expense Reimbursement  | 2004-2006          | NEG                          |
| 410                     | Gate Sheets  | 2009-2011          | NEG                          |
| 411                     | MSD Sheets no longer stored or used/no OSHA records                | 2001-2003          | NEG                          |
| 412                     | Monthly Operating Reports  | 2001-2003          | NEG                          |
| 413                     | Operating Log Sheets   | 2001-2003          | NEG                          |
|                         | Daily Weekly sheets  | 2008-2010          | NEG                          |
| 414                     | Operating Reports daily/weekly                                     | 2008-2010          | NEG                          |
|                         | Other records  | 2001-2003          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_

# RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDGC-Maintenance and Operations  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box  
Chicago, IL 60611  
City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES                                      | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
| 415                     | Operation Check Sheets daily/weekly                | 2008-2010          | NEG                          |
|                         | Other records                                      | 2001-2003          | NEG                          |
| 415                     | Partial Receiving Reports                          | 2009-2011          | NEG                          |
| 416                     | Payment Authorizations                             | 2004-2006          | NEG                          |
| 417                     | Personnel Action Forms copies                      | 2009-2011          | NEG                          |
| 419                     | Personnel Requisitions                             | 2009-2011          | NEG                          |
| 420                     | Plant Operating Logs daily/weekly                  | 2008-2010          | NEG                          |
|                         | Other records                                      | 2001-2003          | NEG                          |
| 422                     | Probationary Progress Reports terminated employees | 2006-2008          | NEG                          |
| 423                     | Promotional Requests                               | 2009-2011          | NEG                          |
| 424                     | PO's and Requisitions                              | 2009-2011          | NEG                          |
| 425                     | PO Change Notices                                  | 2009-2011          | NEG                          |
| 426                     | Recording Chart Records daily/weekly               | 2008-2010          | NEG                          |
|                         | Other records                                      | 2001-2003          | NEG                          |
| 427                     | Request for Timesheets Corrections                 | 2009-2011          | NEG                          |
| 429                     | Storeroom Orders superseded                        | 2010-2012          | NEG                          |
| 430                     | Time Records                                       | 2009-2011          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by: \_\_\_\_\_

## RECORDS DISPOSAL CERTIFICATE

APPLICATION #: 03:002C

TO: Local Records Commission  
Margaret Cross Norton Building  
Springfield, IL 62756  
217-782-7075

COUNTY: COOK

FROM: MWRDG-Maintenance and Operations  
Agency Division

ADDRESS: 100 East Erie Street  
Street, P.O. Box

Chicago, IL 60611

City, ZIP Code

TELEPHONE: (312) 751-6500

CONTACT: \_\_\_\_\_

## Directions:

1. Fill in all blanks and columns.
2. Sign and send certificate to above address sixty (60) days prior to disposal date.
3. Retain records until approved copy is returned.

| APPLICATION<br>ITEM NO. | RECORD SERIES  | INCLUSIVE<br>DATES | CUBIC FEET TO<br>BE DISPOSED |
|-------------------------|--|--------------------|------------------------------|
| 431                     | Training Logs  | 2004-2006          | NEG                          |
| 432                     | Transfer Requests  | 2009-2011          | NEG                          |
| 433                     | Treatment Process Logs daily/weekly                              | 2008-2010          | NEG                          |
|                         | Other records  | 2001-2003          | NEG                          |
| 434                     | Tuition Reimbursement Forms copies                               | 2008-2010          | NEG                          |
| 435                     | Vacancy Notifications  | 2006-2008          | NEG                          |
| 436                     | Work/Job Orders  | 2012-2013          | NEG                          |
| 437                     | Work/Job Order Summaries   | 2009-2011          | NEG                          |
| 438                     | Complaints   | 1994-1996          | NEG                          |
| 439                     | Interceptor Rehabilitation Program Files no historical summaries | 2001-2003          | NEG                          |
| 441                     | Licenses and Inspections cancelled or expired                    | 2001-2003          | NEG                          |
| 442                     | Operating Permits superseded or completed                        | 2001-2003          | NEG                          |
| 443                     | Permits and Easement Correspondence superseded or cancelled      | 2001-2003          | NEG                          |
| 444                     | Sewer Atlas Files copies superseded                              | 2011-2013          | NEG                          |

If any of the above records are filmed, I hereby certify that the film on which the records were reproduced complies with the standards given in Sections 4000.50 and 4000.60 of the Regulations of the Local Records Commission. If records are digitized, I certify that the original is reproduced accurately and legibly in all details in a medium that does not permit additions, deletions, or changes to the images.

I hereby certify that, in compliance with authorization received from the Local Records Commission, the records listed above will be disposed of on or after

12-31-2013

Signature

Date

Jacqueline Torres, Director of Finance/Clerk

Print Name and Title on line above

(Signature required only if records have been microfilmed or digitized)

Prepared by : \_\_\_\_\_



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0384, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Report of bid opening of Tuesday, April 15, 2014

Dear Sir:

Bids were received and opened on 4/15/2014 for the following contracts:

CONTRACT 12-057-3S NORTH SHORE INTERCEPTING SEWER NO. 2 REHABILITATION, NSA

LOCATION: NORTH SERVICE AREA

ESTIMATE: \$5,600,000.00

GROUP: TOTAL

|                                 |                |
|---------------------------------|----------------|
| SAK CONSTRUCTION LLC            | \$4,698,910.00 |
| INSITUFORM TECHNOLOGIES USA INC | \$5,122,521.60 |
| KENNY CONSTRUCTION COMPANY      | \$5,479,000.00 |
| SPINIELLO COMPANIES             | \$5,597,262.00 |

BIDDERS NOTIFIED: 589

PLANHOLDERS: 42

CONTRACT 14-611-11 REPAIRS AND ALTERATIONS TO VARIOUS WATER RECLAMATION FACILITIES  
IN THE STICKNEY SERVICE AREA AND OTHER INSTALLATIONS

LOCATION: VARIOUS

ESTIMATE: \$8,766,000.00

GROUP: TOTAL

|   |                 |
|---|-----------------|
| INDEPENDENT MECHANICAL INDUSTRIES, INC. | \$8,736,154.70  |
| ANCHOR MECHANICAL, INC.                 | \$10,123,614.60 |
| ONEIL, W. E. CONSTRUCTION COMPANY       | \$11,190,563.52 |
| PAUL BORG CONSTRUCTION CO               | \$12,216,226.35 |

BIDDERS NOTIFIED: 1135

PLANHOLDERS: 49

CONTRACT 14-709-11 FURNISHING AND DELIVERING CALCIUM NITRATE TO THE KIRIE WATER  
RECLAMATION PLANT

LOCATION: KIRIE

ESTIMATE: \$110,000.00

GROUP: TOTAL

|                               |              |
|-------------------------------|--------------|
| EVOQUA WATER TECHNOLOGIES LLC | \$99,478.00  |
| NEO SOLUTIONS, INC.           | \$100,800.00 |

BIDDERS NOTIFIED: 300

PLANHOLDERS: 11

---

**File #:** 14-0384, **Version:** 1

---

Respectfully Submitted, Darlene A. LoCascio, Director of Procurement and Materials Management



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0403, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Report of bid opening of Tuesday, April 22, 2014

Dear Sir:

Bids were received and opened on 4/22/2014 for the following contracts:

CONTRACT 12-932-21 FURNISH, DELIVER AND INSTALL SLUDGE HEAT EXCHANGERS AT THE  
STICKNEY WATER RECLAMATION PLANT

LOCATION: STICKNEY, IL

ESTIMATE: \$1,400,000.00

GROUP: TOTAL

|                                   |                |
|-----------------------------------|----------------|
| HAYES MECHANICAL LLC              | \$1,026,706.00 |
| DAHME MECHANICAL INDUSTRIES, INC. | \$1,075,966.00 |
| MECHANICAL, INC.                  | \$1,354,840.00 |
| MECCON INDUSTRIES, INC.           | \$1,593,300.00 |
| I H C CONSTRUCTION COMPANIES, LLC | \$1,597,300.00 |
| EDWARDS ENGINEERING, INC.         | \$1,882,600.00 |

BIDDERS NOTIFIED: 581

PLANHOLDERS: 32

CONTRACT 14-771-11 AQUATIC WEED REMOVAL AT VARIOUS LOCATIONS

LOCATION: VARIOUS

ESTIMATE: \$131,900.00

GROUP: A PEREGRINE LAKE

|                                   |              |
|-----------------------------------|--------------|
| INTEGRATED LAKES MANAGEMENT, INC. | \$126,966.75 |
|-----------------------------------|--------------|

GROUP: B SEPA STATIONS #4 AND #5

|                                   |             |
|-----------------------------------|-------------|
| INTEGRATED LAKES MANAGEMENT, INC. | \$26,100.00 |
|-----------------------------------|-------------|

BIDDERS NOTIFIED: 512

PLANHOLDERS: 16

Respectfully Submitted, Darlene A. LoCascio, Director of Procurement and Materials Management



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0413, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Report on rejection of proposals for 13-RFP-01, Consulting Services for Implementation of E-Procurement Business Process Solutions, estimated cost \$600,000.00

Dear Sir:

On Wednesday, July 31, 2013, the request for proposal, Consulting Services for Implementation of E-Procurement Business Process Solutions, was advertised and proposals were received on September 6, 2013.

Four hundred and seventy-five (475) companies were notified of this request for proposal (RFP) and fifty-six (56) companies requested proposal documents. The tabulation of proposers is as follows:

PHOENIX BUSINESS CONSULTING  
COMPUTER SCIENCES CORPORATION (CSC)  
GROM ASSOCIATES, INC.  
SATYAM TECHNOLOGIES, INC.

After a technical review of the proposal responses and an evaluation of the oral presentations, the Director of Procurement and Materials Management is rejecting all proposals received for these requested services. Key elements in the decision are the concerns regarding a positive return on investment (ROI) based on the extensive overall implementation and sustainability costs. In addition, the internal IT support required, and the uncertainty that these solutions best represent what the present e-procurement marketplace has to offer, are also contributing factors. Therefore, the proposals have been rejected in the public's best interest and the Director of Procurement and Materials Management has notified the bidding companies of this action.

The request for proposal will not be re-advertised.

Respectfully Submitted, Darlene A. LoCascio, Director of Procurement and Materials Management,  
DAL:SEB:jk





# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0387, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authorization for payment to DuPage River/Salt Creek Workgroup for membership dues in an amount not to exceed \$66,661.00, Account 101-15000-612280.

Dear Sir:

Authorization is requested to make payment to the DuPage River/Salt Creek Workgroup (DRSCW) for the District's membership dues in the amount of \$66,661.00. The term of the District's membership is March 1, 2014 through February 28, 2015.

The Board of Commissioners authorized the District to become a member of the DRSCW on April 6, 2006. The DRSCW's purpose is to find less costly methods of complying with the Total Maximum Daily Load (TMDL) goals issued in 2005 by the Illinois Environmental Protection Agency (IEPA) and approved by Region V of the U.S. Environmental Protection Agency. The DRSCW is also committed to reducing pollution loadings by water reclamation plants (WRPs) along the courses of the DuPage River and Salt Creek, which includes the Egan and Hanover Park WRPs. The IEPA has been very receptive to initiatives and recommendations made by the DRSCW, which has worked tirelessly to foster partnerships with non-governmental organizations, municipalities, and the regulatory community. All agencies with treatment plants discharging to the streams in the DRSCW area are members of the group.

The DRSCW maintains a monitoring program for review of area TMDLs and works closely with the IEPA to improve them. For example, when the TMDL development for the watersheds was reviewed in 2009, the DRSCW made a number of suggestions for improving the analysis. As a result, sediment oxygen demand analysis was dropped from the program. The accuracy of the TMDLs is essential to making sound decisions regarding environmental and financial resources. Due to DRSCW's identified projects, which have improved dissolved oxygen, the IEPA has not enforced the recommendations of the 2004 Dissolved Oxygen TMDL for Salt Creek.

In addition to coordinating area TMDL implementation, the DRSCW has continued working with IEPA to ensure that future local spending makes real progress towards achieving Clean Water Act goals. Draft special condition language for local agency National Pollutant Discharge Elimination System (NPDES) permits has been given to the IEPA for consideration. These special conditions would allow members to target local priority projects to enhance aquatic life while drafting a plan to meet a future phosphorous removal target in a rational manner. Should the USEPA and IEPA agree to this proposal, the project assessments may be due as soon as March 2015.

The DRSCW hosts several very successful chloride reduction workshops each year, some attended by District staff, to work towards compliance with the 2004 chloride TMDL.

The DRSCW operates eight dissolved oxygen monitoring stations in Salt Creek, three in the West Branch and

---

**File #:** 14-0387, **Version:** 1

---

five in the East Branch of the DuPage River. The DRSCW has multiple sample sites in Cook County; at these sites, water column chemistry and biology are measured every three years. The District contributes water quality data, acquired for District purposes, and technical expertise to this program.

The District continues to benefit from the DRSCW's efforts related to providing watershed condition assessments and identifying the most cost-effective solutions for stream impairment in watersheds that include the Egan and Hanover Park WRPs.

Inasmuch as the DRSCW membership is not available through any other source, nothing would be gained by advertising for bids (Section 11.4 of the Purchasing Act).

It is hereby recommended that the Board of Commissioners authorize payment, by direct voucher, to the DRSCW in an amount not to exceed \$66,661.00. Funds are available in Account 101-15000-612280.

Requested, Eileen M. McElligott, Administrative Services Manager, BKS:SL:WG:JMS:TG  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0404, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authorization to amend the agreement with Christopher B. Burke Engineering, Ltd. (CBBEL), for professional engineering services for Contract 13-809-5C, Implementation of the Watershed Management Ordinance - Phase B

Dear Sir:

On October 17, 2013, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into agreement with Christopher B. Burke Engineering, Ltd. (CBBEL), for professional engineering services for Contract 13-809-5C, Implementation of the Watershed Management Ordinance - Phase B, in an amount not to exceed \$1,248,097.04.

CBBEL's scope of work under this agreement pertains to the implementation of the Watershed Management Ordinance (WMO), which includes development of a Technical Guidance Manual (TGM), permit form development, training, and consulting services for permit reviews. The Board of Commissioners adopted the WMO on October 3, 2013. At the time of adoption, the WMO contained a placeholder for an Infiltration and Inflow Control Program (I/I Program) as it was unknown when this program would be adopted and implemented. Consequently, the current scope of this agreement does not include work related to the development of TGM materials to be associated with the I/I Program.

CBBEL has provided a scope of work to assist the District and the Advisory Technical Panel in developing material for the TGM for the I/I Program. CBBEL has performed their original scope of work under budget and confirms that this additional work can be accommodated without a change to the contract value; therefore, no increase in contract value is needed to accommodate this request for a change in scope.

Based on the foregoing, authority is requested to amend the agreement with CBBEL to include development of materials associated with the I/I Program necessary for the TGM in their current scope of work.

Requested, Catherine A. O'Connor, Director of Engineering, WSS:JPM

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0406, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING MAY 1, 2014

### COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Authorization to amend Board Order of February 6, 2014, regarding Issue purchase order and enter into an agreement with AT&T Mobility National Accounts LLC, for Mobile Iron mobile device management system under the State of Illinois contract CMS033559SA, in an amount not to exceed \$26,300.00, Account 101-27000-612210, Requisition 1374529, Agenda Item No. 31, File No. 14-0079

Dear Sir:

At the Board meeting of February 6, 2014, the Board of Commissioners duly ordered the above stated action, Agenda Item No. 31, File No. 14-0079.

Textual errors in the title/transmittal letter and resulting order indicated:

Issue purchase order and enter into an agreement with AT&T Mobility National Accounts LLC, for Mobile Iron mobile device management system under the State of Illinois contract CMS033559SA, in an amount not to exceed \$26,300.00. Same should have read, Issue purchase order to AT&T Mobility National Accounts LLC, for Mobile Iron mobile device management system under the State of Illinois contract CMS033559SA, in an amount not to exceed \$26,300.00.

Authorization is requested to issue a purchase order and enter into an agreement with AT&T Mobility National Accounts LLC, for purchase, remote installation, and remote configuration of Mobile Iron mobile device management system. Same should have read, Authorization is requested to issue a purchase order to AT&T Mobility National Accounts LLC, for purchase, remote installation, and remote configuration of Mobile Iron mobile device management system.

In view of the foregoing it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order and enter into an agreement with AT&T Mobility National Accounts LLC, in an amount not to exceed \$26,300.00. Same should have read, In view of the foregoing it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order to AT&T Mobility National Accounts LLC, in an amount not to exceed \$26,300.00.

All other information provided in the transmittal letter is correct.

Therefore, it is requested that the aforesaid Board order of February 6, 2014 be amended to effect the changes set forth above, otherwise to remain in force and effect as heretofore enacted.

Requested, Ellen Barry, Acting Director of Information Technology, EB:RP:ML:TM

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board

---

**File #:** 14-0406, **Version:** 1

---

of Commissioners for May 1, 2014.



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0411, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authorization to amend Board Order of April 17, 2014, regarding Authority to advertise Contract 14-618-11 Furnish and Deliver HVAC and Refrigeration Parts and Services, estimated cost \$348,700.00, Accounts 101-67000/68000/69000-612680/623070/623090/623270/623840, Requisitions 13450344, 1343325, 1343658, 1346193, 1345007, 1345641, Agenda Item No. 11, File No. 14-0320

Dear Sir:

At the Board Meeting of April 17, 2014, the Board of Commissioners duly authorized the above stated action, Agenda Item No. 11, File No. 14-0320.

The list of requisitions included the erroneous requisition number 13450344. The correct requisition number is 1345034.

All other information provided in the transmittal is correct.

Therefore, it is requested that the aforesaid Board Order of April 17, 2014 be amended to effect the changes set forth above, otherwise to remain in force and effect as heretofore enacted.

Requested, Manju Prakash Sharma, Director of Maintenance and Operations, SES:SO'C:MAG:SAF:JK  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0385, **Version:** 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 14-040-11, Furnish and Deliver Computer Supplies to Various Locations, for a One-Year Period, estimated cost \$47,600.00, Account 101-20000-623810

Dear Sir:

Contract documents and specifications have been prepared to furnish and deliver computer supplies, such as laser printer, fax machine and inkjet toner cartridges, laser printer and inkjet labels, etc., to various locations for a one (1) year period, beginning approximately August 1, 2014 and ending July 31, 2015.

The purpose of this contract is to furnish and deliver computer supplies, to be stored in the District's storeroom, to maintain sufficient inventory levels that are required for the day-to-day operations of the District.

The estimated cost for this contract is \$47,600.00.

No bid deposit is required for this contract.

The Multi-Project Labor Agreement (MPLA) is not applicable to this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Interim Ordinance Appendix D is not included in this contract because it is primarily a furnish and deliver contract.

The tentative schedule for this contract is as follows:

|             |               |
|-------------|---------------|
| Advertise   | May 14, 2014  |
| Bid Opening | June 10, 2014 |
| Award       | July 10, 2014 |
| Completion  | July 31, 2015 |

Funds are available in Account 101-20000-623810.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 14-040-11.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:MB:np  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0388, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 14-407-21, Furnish and Deliver Six New Ram Promaster 2500 Cargo Vans, estimated cost \$198,000.00, Account 201-50000-634860, Requisition 1376985

Dear Sir:

Contract documents and specifications have been prepared to furnish and deliver six new Ram Promaster 2500 cargo vans.

The purpose of this contract is to acquire six new vans for the Monitoring and Research Department to replace existing vans that have exceeded the vehicle replacement criteria of ten years or one hundred thousand miles. The cargo vans are used to transport sampling equipment to various locations in the field.

The units being replaced are listed below:

| Unit Number | Year | Make      | Model          | Months<br>In<br>Service | Odometer |
|-------------|------|-----------|----------------|-------------------------|----------|
| 1171        | 2001 | CHEVROLET | CHEVY VAN 2500 | 152                     | 85,068   |
| 1956        | 1999 | FORD      | E250 REGULAR   | 176                     | 120,843  |
| 1958        | 1999 | FORD      | E250 REGULAR   | 176                     | 80,475   |
| 1193        | 2001 | CHEVROLET | CHEVY VAN 2500 | 152                     | 88,757   |
| 1175        | 2001 | CHEVROLET | CHEVY VAN 2500 | 152                     | 81,192   |
| 1185        | 2001 | CHEVROLET | CHEVY VAN 2500 | 152                     | 80,910   |

The estimated cost for this contract is \$198,000.00.

A bid deposit is not required for this contract.

The Multi-Project Labor Agreement is not applicable to this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Interim Ordinance Appendix D is not included in this contract because it is primarily a furnish and deliver contract.



---

**File #:** 14-0388, **Version:** 1

---

The tentative schedule for this contract is as follows:

Advertise May 14, 2014

Bid Opening June 3, 2014

Award June 19, 2014

Completion December 31, 2014

Funds are available in Account 201-50000-634860.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 14-407-21.

Requested, Eileen M. McElligott, Administrative Services Manager, BKS, SL, MW, BTS

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0400, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 14-051-11 Furnish and Deliver Miscellaneous Hand Tools to Various Locations for a One (1) Year Period, estimated cost \$52,000.00, Account 101-20000-623680

Dear Sir:

Contract documents and specifications have been prepared to furnish and deliver miscellaneous hand tools, such as hammers, pliers and saws to various locations for a one (1) year period beginning approximately September 1, 2014 and ending August 31, 2015.

The purpose of this contract is to furnish and deliver miscellaneous hand tools to the District's storerooms to maintain sufficient inventory levels, which are required for the day-to-day maintenance needs of the District.

The estimated cost for this contract is \$52,000.00.

No bid deposit is required for this contract.

The Multi-Project Labor Agreement (MPLA) is not applicable to this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Interim Ordinance Appendix D is not included in this contract because it is primarily a furnish and deliver contract.

The tentative schedule for this contract is as follows:

|             |                 |
|-------------|-----------------|
| Advertise   | May 14, 2014    |
| Bid Opening | June 10, 2014   |
| Award       | July 10, 2014   |
| Completion  | August 31, 2015 |

Funds are available in Account 101-20000-623680.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 14-051-11.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:MB:tc  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0414, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 14-986-11 Supervision of Locomotive Inspection, Certification and Repair, estimated cost \$148,300.00, Accounts 101-69000-612670/623250, Requisition 1372073

Dear Sir:

Contract documents and specifications have been prepared for Contract 14-986-11 Supervision of Locomotive Inspection, Certification and Repair, at the request of the Maintenance and Operations Department.

The purpose of this contract is to procure the services of a certified locomotive repair supervising technician to instruct, direct and supervise District tradespeople in performing mechanical, power and electrical systems maintenance and repair, and the materials to power load test four locomotives at the Stickney Water Reclamation Plant, for thirty-six months over a four year period.

The estimated cost for this contract is \$148,300.00. The estimated 2014, 2015, 2016 and 2017 expenditures are \$35,300.00, \$50,000.00, \$50,000.00 and \$13,000.00, respectively.

The bid deposit for this contract is \$7,000.00

The Multi-Project Labor Agreement will not be included in this contract.

The Affirmative Action Interim Ordinance Appendix D will not be included in this contract due to the specialized nature of services required.

The tentative schedule for this contract is as follows:

|             |               |
|-------------|---------------|
| Advertise   | May 28, 2014  |
| Bid Opening | June 17, 2014 |
| Award       | July 10, 2014 |
| Completion  | July 31, 2017 |

Funds are available in Accounts 101-69000-612670/623250. Funds for subsequent years, 2015, 2016 and 2017, are contingent on the Board of Commissioners' approval of the District's budget for those years.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 14-986-11.

Requested, Manju Prakash Sharma, Director of Maintenance and Operations, SES:SO'C:MAG:PA:TRS  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0415, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 14-772-11 Sewer Cleaning in the North Service Area, estimated cost \$269,500.00, Accounts 101-66000/67000-612600, Requisition 1376370

Dear Sir:

Contract documents and specifications have been prepared for Contract 14-772-11 Sewer Cleaning in the North Service Area, at the request of the Maintenance and Operations Department.

The purpose of this contract is to procure services to clean the various interceptors and control structures in the North Service Area. The services to be provided also include video inspection. The services are to be used for cleaning and unblocking various sewers, and the removal of accumulated debris needed to maintain proper sewer flow and reduce the possibility of surcharging in the sewer system, for an eight-month period.

The estimated cost for this contract is \$269,500.00.

The bid deposit for this contract is \$13,000.00.

The Multi-Project Labor Agreement (MPLA) will be included in this contract.

The Affirmative Action Interim Ordinance Appendix D will be included in this contract. The type of work to be performed under this contract is within the "General and Heavy Construction" category for establishing MBE/WBE/SBE utilization goals. The tailored goals, for this contract, are 10% Minority Business Enterprises (MBE) and/or Women Business Enterprises (WBE) and 10% Small Business Enterprises (SBE).

The tentative schedule for this contract is as follows:

|             |                   |
|-------------|-------------------|
| Advertise   | May 21, 2014      |
| Bid Opening | June 17, 2014     |
| Award       | July 10, 2014     |
| Completion  | December 31, 2014 |

Funds are available in Accounts 101-66000/67000-612600.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 14-772-11.

Requested, Manju Prakash Sharma, Director of Maintenance and Operations, SES:SO'C:MAG:PA:TRS  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board

---

**File #:** 14-0415, **Version:** 1

---

of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0376, **Version:** 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order to Oracle America, Inc. to Furnish and Deliver Primavera software application licensing maintenance for a one-year period, in an amount not to exceed \$12,701.56, Account 101-27000-612820, Requisition 1378103

Dear Sir:

Authorization is requested to issue a purchase order to Oracle America, Inc., to furnish and deliver Primavera software application licensing maintenance under software license and services agreement SLA-228630-20-Nov-95 for a one-year period from June 29, 2014 to June 28, 2015.

The Engineering Department uses Primavera software to monitor the critical path schedules on Capital projects and to evaluate the legitimacy of time extensions. Oracle licensing and support is required to provide continued use of the Primavera software application.

Oracle America, Inc., the manufacturer and sole source of supply, has submitted prices for the software licensing and support required. Inasmuch as Oracle America, Inc. is the only source of supply for the software licensing and support, said purchase order may be issued without competitive bidding pursuant to Section 11.4 of the Purchasing Act.

Oracle America, Inc. is registered and in good standing with the State of Illinois.

The Multi-Project Labor Agreement is not applicable to this contract because it is primarily a furnish and deliver contract.

In view of the foregoing, it is requested that the Director of Procurement and Materials Management be authorized to issue said purchase order to Oracle America, Inc. in an amount not to exceed \$12,701.56.

Funds for the 2014 expenditure, in the amount of \$6,350.78, are available in Account 101-27000-612820. The estimated expenditure for 2015 is \$6,350.78. Funds for the 2015 expenditure are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, Ellen Barry, Acting Director of Information Technology, EB:BVS:bvs  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0379, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 14-100-12 (Re-Bid) Furnish and Deliver Radiochemical Analyses of Water and Wastewater Samples to Environmental, Inc., in an amount not to exceed \$53,184.00, Account 101-16000-612490, Requisition 1361727

Dear Sir:

On December 19, 2013, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 14-100-11 Furnish and Deliver Radiochemical Analyses of Water and Wastewater Samples. The contract expires on March 31, 2016.

In response to a public advertisement of January 22, 2014, a bid opening was held on February 11, 2014. There were no bids received for this contract.

In response to a public re-advertisement of March 12, 2014, a bid opening was held on April 1, 2014. The bid tabulation for this contract is:

|                                |              |
|--------------------------------|--------------|
| ENVIRONMENTAL, INC.            | \$53,184.00  |
| TESTAMERICA LABORATORIES, INC. | \$158,960.00 |

Two hundred thirty-two (232) companies were notified of this contract being advertised and seven (7) companies requested specifications.

Environmental, Inc., the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications.

The estimated cost for this contract was \$66,960.00, placing the bid of \$53,184.00, approximately 21 percent below the estimate.

The Multi-Project Labor Agreement is not applicable to this contract because the classification of work does not fall within the provisions of the MPLA.

The Affirmative Action Interim Ordinance Appendix D is not included in this contract because the estimate is less than the minimum threshold established by Section 4 of the Affirmative Action Interim Ordinance.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order for Contract 14-100-12 (Re-Bid), to Environmental, Inc., in an amount not to exceed \$53,184.00.

The bid deposit in the amount of \$3,348.00 will be retained in lieu of a performance bond, which is satisfactory

---

**File #:** 14-0379, **Version:** 1

---

to the Law Department and approved by the Director of Procurement and Materials Management.

Funds for the 2014 expenditure in the amount of \$19,944.00 are available in Account 101-16000-612490. The estimated expenditures for 2015 are \$26,592.00 and 2016 is \$6,648.00. Funds for the 2015 and 2016 expenditures are contingent on the Board of Commissioners' approval of the District's budget for that year.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:cm  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014





# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0382, **Version:** 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue Purchase Order for Contract 13-611-21, Furnish and Deliver Trash Collection Boats to the Stickney Water Reclamation District, to Elastec, Inc., in an amount not to exceed \$265,722.00, Account 201-50000-634790, Requisition 1369634

Dear Sir:

On December 19, 2014, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 13-611-21, Furnish and Deliver Trash Collection Boats to the Stickney Water Reclamation District.

In response to a public advertisement of February 12, 2014, a bid opening was held on March 4, 2014. The bid tabulation for this contract is:

|               |              |
|---------------|--------------|
| ELASTEC, INC. | \$265,722.00 |
|---------------|--------------|

Sixty seven (67) companies were notified of this contract being advertised and thirteen (13) companies requested specifications.

The purpose of this contract is to procure two trash collection boats needed to comply with the Consent Decree.

The Director of Procurement and Materials Management has reviewed the bidders' list for this contract, and is satisfied that the market for this service has been adequately solicited. A planholders' survey revealed the following reason for not bidding: could not meet the specifications of the contract; needed more time to prepare their proposal. In light of these findings, the Director of Procurement and Materials Management is of the opinion that the bid received is a fair and reasonable price, and nothing would be gained by rejecting the sole bid and re-advertising this contract.

Elastec, Inc., the sole bidder, is proposing to perform the contract in accordance with the specifications.

The estimated cost of this contract was \$250,000.00, placing the total bid of \$265,722.00, approximately 6.3 percent above the estimate.

The Multi-Project Labor Agreement (MPLA) will not be included in this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Interim Ordinance Appendix D is not included in this contract because it is primarily a furnish and deliver contract.

---

**File #:** 14-0382, **Version:** 1

---

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order for Contract 13-611-21, Furnish and Deliver Trash Collection Boats to the Stickney Water Reclamation District, to Elastec, Inc., in an amount not to exceed \$265,722.00.

The bid deposit in the amount of \$12,500.00, will be retained in lieu of a performance bond, which is satisfactory to the Law Department and approved by the Director of Procurement and Materials Management.

Funds are available in Account 201-50000-634790.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:cm  
Respectfully Submitted, Barbara J. McGowan, Chairman, Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0383, **Version:** 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 14-914-11 Furnishing and Delivering Mechanical Parts to Various Service Areas, to Motion Industries, Inc., in an amount not to exceed \$266,590.00, Accounts 101-67000, 68000, 69000-623270, Requisitions 1359770, 1359788, 1359790, 1359793, 1360887 360887 and 1367568

Dear Sir:

On December 19, 2013, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 14-914-11 Furnishing and Delivering Mechanical Parts to Various Service Areas.

In response to a public advertisement of February 19, 2014, a bid opening was held on March 11, 2014. The bid tabulation for this contract is:

|                                       |              |
|---------------------------------------|--------------|
| MOTION INDUSTRIES, INC.               | \$266,590.00 |
| APPLIED INDUSTRIAL TECHNOLOGIES, INC. | \$295,910.00 |

Six hundred and ninety (690) companies were notified of this contract being advertised and twenty-two (22) companies requested specifications.

The purpose of this contract is to procure mechanical parts such as bearings, seals, O-rings and v-belts for various equipment, such as pumps, compressors and mechanical drives, on an as-needed basis, over a three-year period.

Motion Industries, Inc., the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost of this contract was \$282,795.00, placing the bid \$266,590.00 approximately 5.7 percent below the estimate.

The Multi-Project Labor Agreement (MPLA) was not included in this contract because it is a primarily furnish and deliver contract.

The Affirmative Action Interim Ordinance Appendix D was not included in this contract because it is primarily a furnish and deliver contract.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order for Contract 14-914-11, to Motion Industries, Inc., in an amount not to exceed \$266,590.00.

---

**File #:** 14-0383, **Version:** 1

---

Funds for the 2014 expenditure in the amount of \$93,375.00 are available in Accounts 101-67000, 68000, 69000-623270. The estimated expenditures for 2015 and 2016 are \$86,417.00 and \$86,798.00 respectively. Funds for the 2015 and 2016 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:cm  
Respectfully Submitted, Barbara J. McGowan, Chairman, Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0386, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order to Bob Ridings, Inc., to Furnish and Deliver two Ford F350 pickup trucks under the State of Illinois Joint Purchasing Contract No. 4017340, in an amount not to exceed \$63,925.00, Account 201-50000-634860, Requisition 1377519

Dear Sir:

Authorization is requested to issue a purchase order to Bob Ridings, Inc. to furnish and deliver two Ford F350 pickup trucks under the State of Illinois Joint Purchasing Contract No. 4017340. The District has the ability to participate in State of Illinois Contracts under the Government Joint Purchasing Act, 30 ILCS 525/0.01 et. seq.

The state currently has a competitively bid contract with Bob Ridings, Inc., for the purchase of Ford F350 pickup trucks. The invitation to bid was issued to establish a contract to enable all state agencies and authorized local governmental units to purchase current model year production vehicles during the contract period. The term of the contract began on January 4, 2013, and expires on January 3, 2015.

The units being replaced have exceeded the criteria of 10 years or 100,000 miles and are listed below:

| Unit Number | Year | Make | Model | Months In Service | Odometer |
|-------------|------|------|-------|-------------------|----------|
| 7065        | 2000 | FORD | F350  | 164               | 71,360   |
| 8891        | 1998 | FORD | F150  | 191               | 56,041   |
| 8084        | 2000 | FORD | F150  | 168               | 67,608   |

Two existing units at Calumet WRP and one at Kirie WRP will be replaced by the two units being requested. The replacement units will be used for plowing District facilities and hauling items within and between various District facilities.

The Multi-Project Labor Agreement is not applicable to this contract because it is primarily a furnish and deliver contract.

The Procurement and Materials Management Department believes that participating in the State's contract will expedite the ordering and delivery of vehicles, and reduce administrative costs.

In view of the foregoing, it is requested that the Director of Procurement and Materials Management be authorized to issue said purchase order to Bob Ridings, Inc., in an amount not to exceed \$63,925.00.

---

**File #:** 14-0386, **Version:** 1

---

Funds are available in Account 201-50000-634860.

Requested, Eileen M. McElligott, Administrative Services Manager, MW, BTS

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0398, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement for Contract 14-RFP-12 Analysis of Physically Demanding Job Classifications and Development of Related Job Analyses for Pre-Employment, Post-Offer and Return-to-Work Testing of Physically Demanding Job Classifications with Mercy Hospital and Medical Center for the period July 1, 2014 through June 30, 2017, in an amount not to exceed \$65,000.00, Account No. 101-25000-612260, Requisition 1370457

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Mercy Hospital and Medical Center to provide an analysis of physically demanding job classifications and develop related job analyses for pre-employment, post-offer and return-to-work testing of physically demanding job classifications for the period July 1, 2014 through June 30, 2017. The purpose of this requisition is to select a provider for the development and administration of physical assessments related to various physically demanding job classifications to determine whether candidates and/or employees returning to work are capable of performing the essential functions of these jobs.

On January 8, 2014, Request for Proposal 14-RFP-12 Analysis of Physically Demanding Job Classifications and Development of Related Job Analyses for Pre-Employment, Post-Offer and Return-to-Work Testing of Physically Demanding Job Classifications was advertised. Seventy-three (73) firms were notified and twenty (20) firms requested proposal documents. The District received three (3) responsive proposals on February 7, 2014 from Ingalls Memorial Hospital (Ingalls), Mercy Hospital and Medical Center (Mercy) and Novacare Rehabilitation (Novacare). A proposal from Concentra Medical Centers was deemed non-responsive and rejected for failure to include an original Affidavit of Ownership.

The proposals were evaluated by staff from the Human Resources and the Procurement and Materials Management Departments. The criteria for these evaluations were outlined in Request for Proposal 14-RFP-12 and included: understanding of the project; approach to the work; technical competence; personnel effectiveness; and turnaround times for the services. Following the preliminary evaluation of proposals, excluding cost, all three (3) proposers were deemed to be finalists and were interviewed on March 11, 2014. A solicitation was sent to each finalist on March 14, 2014 for an unqualified "best and final" offer. The "best and final" offers were returned to the Director of Procurement and Materials Management on March 21, 2014.

Based on the evaluation of the proposals using the criteria described above and the pricing provided in the "best and final" offer, it is recommended that a contract be awarded to Mercy. Mercy's Work Capacity-Industrial Services Program has been providing industrial rehabilitation and prevention services to employers for almost 30 years. Job analyses and on-going screenings are performed by experienced occupational therapists and/or physical therapists trained in musculoskeletal assessments, ergonomic assessments and body mechanics. Mercy has three occupational health facilities in Chicago that will administer the physical assessments. In addition to its experience, Mercy also offers the lowest overall cost for these services.

---

**File #:** 14-0398, **Version:** 1

---

In view of the foregoing, it is requested that the Director of Procurement and Materials Management be authorized to issue a purchase order and enter into an agreement with Mercy Hospital and Medical Center to provide an analysis of physically demanding job classifications and develop related job analyses for pre-employment, post-offer and return-to-work testing of physically demanding job classifications for the period July 1, 2014 through June 30, 2017 in an amount not to exceed \$65,000.00.

The estimated expenditure for 2014 is \$40,000.00 and includes the initial job analyses and development of the physical assessments. Funds for the 2014 expenditure are available in Account 101-25000-612260. The estimated expenditures for 2015, 2016 and 2017 are \$10,000.00, \$10,000.00 and \$5,000.00 respectively and include the administration of the physical assessments on an as-needed basis. Funds for the 2015 through 2017 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Recommended, Denice E. Korcal, Director of Human Resources

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014





# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0402, **Version:** 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement with Agilent Technologies, Inc., to furnish and deliver technical support for Agilent equipment, in an amount not to exceed \$133,210.62, Accounts 101-16000-61297 and 623570, Requisition 1377516

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Agilent Technologies, Inc. (Agilent), to furnish and deliver technical support for Agilent equipment. The Organic Compounds Analytical Laboratory, at the John E. Egan Water Reclamation Plant of the Monitoring and Research Department, will use this equipment for the analysis of organic priority pollutants, pharmaceuticals and personal care products in District samples. This purchase order will expire on June 30, 2017.

Agilent, the sole-service provider of technical support for Agilent equipment has submitted pricing for the consumables, parts and services required. Inasmuch as Agilent is the only source of supply for the consumables, parts and services required, nothing would be gained by advertising for bids (Section 11.4 of the Purchasing Act).

Agilent is registered and in good standing with the State of Illinois.

The Multi-Project Labor Agreement is not applicable due to the specialized nature of the services required.

In view of the foregoing it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order and enter into an agreement with Agilent, in an amount not to exceed \$133,210.62.

Funds for the 2014 expenditure, in the amount of \$17,397.73 are available in Accounts 101-16000-612970 and 623570 (applies to 2015-2017). The estimated expenditure for 2015 is \$43,516.30, 2016 is \$46,531.06 and 2017 is \$25,765.53. Funds for the 2015, 2016 and 2017 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Thomas C. Granato, Director of Monitoring and Research, TCG:MPC:KB:RA:mh  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0407, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement for Contract 13-RFP-04 Consulting Services for Performance Management System, with Clarity Partners, LLC, in an amount not to exceed \$500,000.00, Account 201-50000-601170 Requisition 1354045

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Clarity Partners, LLC to provide Consulting Services for Performance Management System.

The purpose of this contract is to obtain consulting services for requirements gathering, developing and implementing Key Performance Indicator (KPI) reports, dashboards, and tools. Consulting services will be required for this project.

On October 16, 2013, Request for Proposal 13-RFP-04 was advertised. Four hundred forty two (442) firms were notified, and eighty six (86) firms requested proposal documents. The District received thirteen (13) proposals on November 11, 2013, from the vendors:

Four District employees, three members of the Information Technology Department, and one member of the Procurement and Materials Management Department reviewed each proposal. Proposals were evaluated based on criteria such as: understanding of the project, approach to work, experience completing projects of similar scope and technical competence, and cost.

Based on the evaluation, six (6) Proposers were scheduled to do a presentation and respond to questions from District staff. The Proposers were then afforded the opportunity to submit an unqualified Best and Final Offer to the Director of Procurement and Materials Management.

Based on the vendor presentations and responses, Clarity Partners, LLC was selected based on the approach to work and cost. Clarity Partners, LLC has relevant experience in providing consulting services for Performance Management System.

The agreement will begin June 1, 2014 with an anticipated completion date of December 31, 2015.

Inasmuch as the firm Clarity Partners, LLC possesses the required professional skill, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order and enter into an agreement per Section 11.4 of the Purchasing Act, in an amount not to exceed \$500,000.00.

Funds for the 2014 expenditure, in the amount of \$250,000.00, are available in Account 201-50000-601170.

---

**File #:** 14-0407, **Version:** 1

---

The estimated expenditure for 2015 is \$250,000.00. Funds for the 2015 expenditure are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, Ellen Barry, Acting Director of Information Technology, EB:VA.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0380, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to award Contract 06-158-3S, Des Plaines River Intercepting Sewer Rehabilitation, SSA, to Kenny Construction Company, in an amount not to exceed \$13,260,672.00, plus a five (5) percent allowance for change orders, in an amount of \$663,033.60, for a total amount not to exceed \$13,923,705.60, Account 401-50000-645700, Requisition 1362017

Dear Sir:

On July 11, 2013, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, 06-158-3S, Des Plaines River Intercepting Sewer Rehabilitation, SSA.

In response to a public advertisement of January 22, 2014, a bid opening was held on March 18, 2014. The bid tabulation for this contract is:

|                            |                 |
|----------------------------|-----------------|
| KENNY CONSTRUCTION COMPANY | \$13,260,672.00 |
| SPINIELLO COMPANIES        | \$16,632,772.00 |
| SAK CONSTRUCTION, LLC      | \$16,987,775.00 |

Six hundred and thirty-three (633) companies were notified of this contract being advertised and sixty-one (61) companies requested specifications.

Kenny Construction Company, the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications.

The estimated cost for this contract was \$11,600,000.00, placing the bid of \$13,260,672.00, approximately 14.3 percent above the estimate.

Kenny Construction Company is in compliance with the Affirmative Action Interim Ordinance Appendix D as indicated on the attached report. The Minority Business Enterprise (MBE), Women Business Enterprise (WBE) and Small Business Enterprise (SBE) utilization goals for this contract are 10 percent Minority Business Enterprise (MBE) and/or Women Business Enterprise (WBE) and 10 percent Small Business Enterprise (SBE).

Kenny Construction Company has executed the Multi-Project Labor Agreement (MPLA) certificate as required. It is anticipated that all construction trades, with the exception of boilermaker, brick mason, construction machinist, elevator constructor, iron worker ornamental, marble setter and terrazzo worker, will be utilized on this contract. The list of construction trades is not intended to confer any rights or jurisdiction upon any union or unions.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be

---

**File #:** 14-0380, **Version:** 1

---

authorized to award 06-158-3S, to Kenny Construction Company in an amount not to exceed \$13,260,672.00, plus a five (5) percent allowance for change orders, in an amount of \$663,033.60, for a total amount not to exceed \$13,923,705.60, subject to the contractor furnishing a performance bond in form satisfactory to the Law Department and approved by the Director of Procurement and Materials Management.

The tentative start date of this contract is May 1, 2014, which is 14 days after award, and estimated completion date is 600 days after approval of Contractor's Bond.

Funds are available in Account 401-50000-645700.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:cm  
Respectfully Submitted, Barbara J. McGowan, Chairman, Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

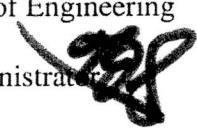
Attachments

# INTEROFFICE MEMORANDUM

## METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

**DEPARTMENT:** General Administration **DATE:** March 26, 2014  
Diversity Section

**TO:** Dr. Catherine O'Connor, Director of Engineering

**FROM:** Thomas J. Savage, Diversity Administrator 

**SUBJECT:** Contract 06-158-3S, Des Plaines River Intercepting Sewer Rehabilitation, SSA

**Low Bidder:** Kenny Construction Company

The low bidder, Kenny Construction Company has submitted company information and "MBE, WBE and SBE Verification Forms" for the firms identified on the subject contract's Affirmative Action Utilization Plan.

The MBE, WBE and SBE utilization goals for the above mentioned contract are 10% MBE and/or WBE and 10% SBE. According to the contract's MBE, WBE and SBE Utilization Plan, the low bidder has committed to the following:

| <u>MBE</u> | <u>WBE</u> | <u>SBE</u> |
|------------|------------|------------|
| N/A        | 10%        | *          |

Therefore, the low bidder, Kenny Construction Company is in apparent compliance with the requirements of Affirmative Action Interim Ordinance Appendix D.

\* WBEs are the SBEs

TJS:LG:EAR

Attachment

cc: Ms. Darlene A. LoCascio, Helen Shields-Wright (Law), File (2)

**METROPOLITAN WATER RECLAMATION DISTRICT OF**  
**GREATER CHICAGO**

**MBE, WBE, SBE UTILIZATION PLAN**

For Local and Small business entities - Definitions for terms used below can be found in Appendix D: MBE - Section 5(s); WBE - Section 5(cc); SBE - Section 5(w).

**NOTE: The Bidder shall submit with the Bid, originals or facsimile copies of all MBE, WBE, SBE Subcontractor's Letter of Intent furnished to all MBEs, WBEs, and SBEs. IF A BIDDER FAILS TO INCLUDE signed copies of the MBE, WBE, SBE Utilization Plan and all signed MBE, WBE, SBE Subcontractor's Letter of Intent with its bid, said bid will be deemed nonresponsive and rejected.**

**All Bidders must sign the signature page UP-5 of the Utilization Plan, even if a waiver is requested.**

Name of Bidder: Kenny Construction Company

Contract No.: 06-158-35

Affirmative Action Contact & Phone No.: Angela Braun 847-919-8200

Total Bid: \$ 13,260,672.00

**MBE, WBE, SBE UTILIZATION PLAN AND ALL SIGNED MBE, WBE, SBE SUBCONTRACTOR'S LETTER OF INTENT MUST BE COMPLETED, SIGNED AND ACCOMPANY YOUR BID!!!**

The bidder should indicate on the Utilization Plan explicitly if the dollar amounts for the MBE participation will also be counted toward the achievement of its SBE participation. See Interim Ordinance Appendix D, Section 11, Counting MBE, WBE and SBE Participation towards Contract Goals. (a) – (c) (v)

**MBE UTILIZATION**

Name of MBE and contact person: N/A

Business Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Description of Work, Services or Supplies to be provided: \_\_\_\_\_

CONTRACT ITEM NO.: \_\_\_\_\_

Dollar Amount Participation: \_\_\_\_\_

If the MBE participation will be counted towards the achievement of the SBE goal please indicate here:

☐  
YES

☐  
NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid.

**MBE UTILIZATION**

Name of MBE and contact person: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Description of Work, Services or Supplies to be provided: \_\_\_\_\_

CONTRACT ITEM NO.: \_\_\_\_\_

Dollar Amount Participation: \_\_\_\_\_

If the MBE participation will be counted towards the achievement of the SBE goal please indicate here:

☐  
YES

☐  
NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid.

**MBE UTILIZATION**

Name of MBE and contact person: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Description of Work, Services or Supplies to be provided: \_\_\_\_\_

CONTRACT ITEM NO.: \_\_\_\_\_

Dollar Amount Participation: \_\_\_\_\_

If the MBE participation will be counted towards the achievement of the SBE goal please indicate here:

☐  
YES

☐  
NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid.

(Attach additional sheets as needed)



The bidder should indicate on the Utilization Plan explicitly if the dollar amounts for the WBE participation will also be counted toward the achievement of its SBE participation. See Interim Ordinance Appendix D, Section 11, Counting MBE, WBE and SBE Participation towards Contract Goals. (a) -- (c) (v)

**WBE UTILIZATION**

Name of WBE and contact person: Work Zone Safety, Inc Pam Ackerman  
 Business Phone Number: 815-834-0429  
 Address: 17051 Gaylord Rd. Crest Hill, IL 60403  
 Description of Work, Services or Supplies to be provided: Traffic Control  
 \_\_\_\_\_  
 CONTRACT ITEM NO.: Items 1 thru 7  
 Dollar Amount Participation: \$325,000.00

If the WBE participation will be counted towards the achievement of the SBE goal please indicate here:

☒  
YES

☐  
NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid.

**WBE UTILIZATION**

Name of WBE and contact person: Kim Construction Company, Inc Kim Vallow  
 Business Phone Number: 708-754-1181  
 Address: 3142 Holeman Steger, IL 60475  
 Description of Work, Services or Supplies to be provided: Structure Rehab  
 \_\_\_\_\_  
 CONTRACT ITEM NO.: 3B  
 Dollar Amount Participation: 1,002,000.00

If the WBE participation will be counted towards the achievement of the SBE goal please indicate here:

☒  
YES

☐  
NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid.

**WBE UTILIZATION**

Name of WBE and contact person: \_\_\_\_\_  
 Business Phone Number: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
 \_\_\_\_\_  
 CONTRACT ITEM NO.: \_\_\_\_\_  
 Dollar Amount Participation: \_\_\_\_\_

If the WBE participation will be counted towards the achievement of the SBE goal please indicate here:

☐  
YES

☐  
NO

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid.

(Attach additional sheets as needed)

**SBE UTILIZATION**

Name of SBE and contact person: Work Zone Safety, Inc Pam Ackerman  
 Business Phone Number: 815-834-0429  
 Address: 17051 Gaylord Rd. Crest Hill, IL 60403  
 Description of Work, Services or Supplies to be provided: Traffic Control  
 \_\_\_\_\_  
 CONTRACT ITEM NO.: Items 1-7  
 Dollar Amount Participation: \$325,000.00

The MBE/WBE/SBE Utilization Plan and the MBE/WBE/SBE Subcontractor's Letter of Intent MUST Accompany the Bid.

**SBE UTILIZATION**

Name of SBE and contact person: Kim Construction Company, Inc Kim Vallow  
 Business Phone Number: 708-754-1181  
 Address: 3142 Holeman Steger, IL 60475  
 Description of Work, Services or Supplies to be provided: Structure Rehab  
 \_\_\_\_\_  
 CONTRACT ITEM NO.: 3B  
 Dollar Amount Participation: \$1,002,000.00

The MBE/WBE/SBE Utilization Plan and the MBE/WBE/SBE Subcontractor's Letter of Intent MUST Accompany the Bid.

**SBE UTILIZATION**

Name of SBE and contact person: \_\_\_\_\_  
 Business Phone Number: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Description of Work, Services or Supplies to be provided: \_\_\_\_\_  
 \_\_\_\_\_  
 CONTRACT ITEM NO.: \_\_\_\_\_  
 Dollar Amount Participation: \_\_\_\_\_

(Attach additional sheets as needed)

The MBE/WBE/SBE Utilization Plan and the MBE/WBE/SBE Subcontractor's Letter of Intent MUST Accompany the Bid.

## SIGNATURE SECTION

On Behalf of Kenny Construction Company I/We hereby acknowledge that  
(name of company)

I/WE have read Appendix D, will comply with the provisions of Appendix D, and intend to use the MBEs, WBEs, and SBEs listed above in the performance of this contract and/or have completed the Waiver Request Form. To the best of my knowledge, information and belief, the facts and representations contained in this Exhibit are true, and no material facts have been omitted.

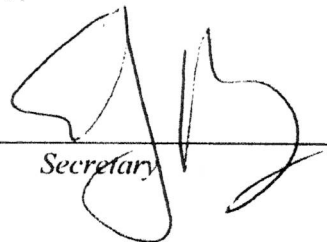
I do solemnly declare and affirm under penalties of perjury that the contents of the foregoing document are true and correct, and that I am authorized, on behalf of the bidder, to make this affidavit.

February 25, 2014  
 Date

  
 Signature of Authorized officer

ATTEST:

Patrick B. Kenny, President  
 Print name and title

  
 Secretary

847-919-8200  
 Phone number

- 1) **The Bidder is required to sign and execute this page, EVEN IF A WAIVER IS BEING REQUESTED.**
- 2) **Failure to do so will result in a nonresponsive bid and rejection of the bid.**
- 3) **If a waiver is requested, the bidder must also complete the following "WAIVER REQUEST FORM."**

The MBE, WBE, SBE Utilization Plan and the MBE, WBE, SBE Subcontractor's Letter of Intent MUST Accompany the Bid!!

## Des Plaines River Intercepting Sewer Rehabilitation, SSA

**Project Number:** 06-158-3S

**Service Area:** Stickney

**Location:** Maywood, Melrose Park, River Forest, Forest Park

**Engineering Consultant:** In-house design

**General Contractor:** To be determined

**Estimated Construction Cost:** \$10,900,000

**Contract Award Date:** April 3, 2014\*

**Substantial Completion Date:** November 23, 2015\*



**Project Description:** Rehabilitation of 18,569 feet of sewer ranging in size from 10-inch diameter to 8'x4'6" box sewer by cured-in-place pipe method and spray-on lining systems; rehabilitation of an inverted siphon; rehabilitation of 63 structures by the spray-on lining system; raising of two manholes; abandoning 290 feet of 20-inch pipe; cleaning 500 feet of 8'x4'6" box sewer.

**Project Justification:** The sewers were inspected by M&O with a closed-circuit television inspection system. The video inspection tapes show cracks (circular and longitudinal), sewage solids deposits, sags, offset joints, root intrusion, infiltration, and concrete erosion. Physical inspection of the manholes reveals cracks and holes in the wall and base of the manholes.

**Project Status:** Ready to be advertised.

\*Information shown is estimated.



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0381, **Version:** 1

---

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Authority to decrease purchase order for Contract 12-442-11, Furnishing On-Site Maintenance Service for Personal Computers, Laptops, Thin Client Units, LCD Flat Panel Monitors, Printers, Scanners and Peripherals, to Systems Solutions, Inc. (SSI) in an amount of \$2,080.98, from an amount of \$19,332.00, to an amount not to exceed \$17,251.02, Account 101-27000-612810, Purchase Order 3072048

Dear Sir:

On November 3, 2011, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order for Contract 12-442-11 Furnishing On-Site Maintenance Service for Personal Computers, Laptops, Thin Client Units, LCD Flat Panel Monitors, Printers, Scanners and Peripherals to System Solutions, Inc. (SSI) in an amount not to exceed \$19,332.00. The contract expired on March 31, 2014.

This contract has no prior change orders.

This change order is in compliance with the Illinois Criminal Code since the change is due to the expiration of the existing contract, and is in the best interest of the District.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to decrease the purchase order for Contract 12-442-11 in an amount of \$2,080.98 (10.8% of the current contract value), from an amount of \$19,332.00, to an amount not to exceed \$17,251.02.

Funds will be restored to Account 101-27000-612810.

Requested, Ellen Barry, Acting Director of Information Technology EB:AC:CLG

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014.



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0389, **Version:** 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to decrease Contract 11-914-11, Furnish and Deliver Mechanical Repair Parts to the Stickney Water Reclamation Plant, to Bearings & Industrial Supply Co., Inc., in an amount of \$18,237.49, from an amount of \$65,896.95, to an amount not to exceed \$47,659.46, Account 101-69000-623270, Purchase Order 3066838

Dear Sir:

On January 20, 2011, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order for Contract 11-914-11, Furnish and Deliver Mechanical Repair Parts to the Stickney Water Reclamation Plant, to Bearings & Industrial Supply Co., Inc., in an amount not to exceed \$105,000.00. The contract expired on December 31, 2013.

As of March 5, 2014, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in an amount of \$39,103.05 from the original amount awarded of \$105,000.00. The current contract value is \$65,896.95. The prior approved change orders reflect an approximate 37.2% decrease to the original purchase order's value.

The decrease in the contract value is because the need for mechanical repair parts to the Stickney Water Reclamation Plant was less than anticipated for 2013, and to close the Contract.

This change order is in compliance with the Illinois Criminal Code since the change is due to circumstances not reasonably foreseeable at the time the contract was signed, and is in the best interest of the District.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to decrease Contract 11-914-11, in an amount of \$18,237.49 (approximately 27.7% of the current contract value), from an amount of \$65,896.95, to an amount not to exceed \$47,659.46.

Funds will be restored to Account 101-69000-623270.

Requested, Manju Prakash Sharma, Director of Maintenance & Operations, SES:SO'C:MAG:PA:SSG  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment

**CONTRACT: 11-914-11****As Of:** 3/5/2014**Contract Type:** ZSFPrepared by: J  
Markovich

|                           |                         |                               |                            |                                 |
|---------------------------|-------------------------|-------------------------------|----------------------------|---------------------------------|
| <b><u>Group/Item:</u></b> | <b><u>Location:</u></b> | <b><u>Validity Dates:</u></b> | <b><u>Bid Deposit:</u></b> | <b><u>Final Completion:</u></b> |
|                           | SWRP                    | 1/20/11 - 12/31/13            | \$ 5,200.00 Cash           | 12/12/2013                      |

| Group/<br>Item | Location | PO<br># | Vendor   | Award<br>Value | Change<br>Order<br>Incr/(Decr) | Adjusted<br>Award Value | SAP<br>PO<br>Value | SAP<br>SES<br>Value | SAP<br>Invoice<br>Value | SAP<br>Credit Memo<br>Value | SAP<br>Check<br>Value | Pending<br>Check<br>Payment | PO Bal.   |
|----------------|----------|---------|--|----------------|--------------------------------|-------------------------|--------------------|---------------------|-------------------------|-----------------------------|-----------------------|-----------------------------|-----------|
|                | SWRP     | 3066838 | Bearings &<br>Industrial Service Co<br>Inc 5000662 | 105,000.00     | (39,103.05)                    | 65,896.95               | 65,896.95          | 47,659.46           | 47,659.46               | -                           | 47,659.46             | -                           | 18,237.49 |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | 105,000.00     | (39,103.05)                    | 65,896.95               | 65,896.95          | 47,659.46           | 47,659.46               | -                           | 47,659.46             | -                           | 18,237.49 |

**Comments:**

Bid Deposit: Please release \$5,200.00 to 5000662 Bearings &amp; Industrial

Liquidated Damages: None to release

Retainage: None to release

Final Payment: Completed

Residual Balance: C/O for \$18,237.49 pending



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0396, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to increase Contract 06-023-3P Stop Logs and Diversion Pumps at Wilmette Pump Station and Evanston Pump Station Rehabilitation, North Service Area, to F.H. Paschen/S.N. Nielsen in an amount of \$41,635.00, from an amount of \$17,916,103.96, to an amount not to exceed \$ 17,957,738.96, Accounts 101-50000-612620, 401-50000-645620 and 645720, Purchase Order 5001266

Dear Sir:

On July 14, 2011, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 06-023-3P Stop Logs and Diversion Pumps at Wilmette Pump Station and Evanston Pump Station Rehabilitation, North Service Area, to F.H. Paschen/S.N. Nielsen, in an amount not to exceed \$17,440,000.00. The scheduled contract completion date was September 29, 2013.

As of April 18, 2014, the attached list of change orders has been approved. The effect of these change orders resulted in an increase in an amount of \$476,103.96 from the original amount awarded of \$17,440,000.00. The current contract value is \$17,916,103.96. The prior approved change orders reflect a 2.73% increase to the original contract value.

An extra in the amount of \$41,635.00 to upgrade Waterways Controls to the latest Waterways Control Center (WCC) Ovation software, which can communicate directly with the Wilmette Pump Station (PS), and eliminate the obsolete existing Bristol protocol changer. This solution will require no additional hardware and will provide dependable communication between WCC and the Wilmette PS. This upgrade is necessary because the existing Bristol unit is not capable of handling the newly installed Wilmette PS controls and failures in communication between Waterways and the Wilmette PS have been encountered. The upgrade will also provide the ability for future automatic pump operation based on dissolved oxygen readings in the North Shore Channel. The contractor submitted a cost proposal (CCO-023) for an extra in the amount of \$41,635.00. The engineer reviewed the proposal, found it to be reasonable, and stated via correspondence 668, that the Engineering Department would recommend its approval.

This change order is in compliance with the Illinois Criminal Code since the changes are due to circumstances not reasonably foreseeable at the time the contract was signed, and are in the best interest of the District.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to increase Contract 06-023-3P in an amount of \$41,635.00 (0.23% of the current contract value), from an amount of \$17,916,103.96, to an amount not to exceed \$ 17,957,738.96.

Funds are available in Accounts 101-50000-612620, 401-50000-645620 and 645720.

Requested, Catherine A. O'Connor, Director of Engineering, MVL:PO'B

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management



---

**File #:** 14-0396, **Version:** 1

---

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment

## Change Order Log Report

Client : 100  
 Tracking No. : 5001266  
 Requester : KINWHP

System: HO  
 04/11/2014 09:53:1  
 Page: 1

Original Value: 17,440,000.00  
 Approved Value: 17,916,103.96  
 Current Value : 17,916,103.96

PO No. : 5001266  
 Tracking No. : EN360233P  
 Vendor No. : 6000560

| Change Number | Text  | Value         | Initiator | Date       | File Letter | CR # | Board Approval | Status   | Approver      | Seq. No. | Change Number | Object Class |
|---------------|---|---------------|-----------|------------|-------------|------|----------------|----------|---------------|----------|---------------|--------------|
| 0001          | Additional rehabilitation of Pump No.1 components       | 46,058.10 INC | MCJUREC   | 08/21/2012 | 0279        | 003  | X              | Approved | USP/JAC       | 0001     | 4446228       | ETN/EE/EG    |
| 0002          | WPU Control Panel Modifications                         | 5,475.80 INC  | MCJUREC   | 10/09/2012 | 0345        | 006  |                | Approved | UNEL/PALEUJ   | 0001     | 4446229       | MJ_SERVICE   |
| 0003          | Rehabilitate additional 15ft. of concrete channel wall. | 47,017.56 INC | JWESUJ    | 10/18/2012 |             |      | X              | Rejected | USOR/KINGIONS | 0002     | 4494003       | ETN/EE/EG    |
| 0004          | Rehabilitate additional 15ft. of concrete channel wall. | 47,017.56 INC | JWESUJ    | 10/19/2012 | 0316        | 005  | X              | Approved | USP/JAC       | 0003     | 4494004       | MJ_SERVICE   |
| 0005          | Invert transition in tunnels 1 through 4                | 39,758.67 INC | MCJUREC   | 10/24/2012 | 0342        | 007  | X              | Rejected | USOR/KINGIONS | 0004     | 4503613       | ETN/EE/EG    |
| 0006          | Additional Rehabilitation of Concrete Channel Wall      | 47,017.56 INC | MCJUREC   | 10/24/2012 | 0316        | 005  | X              | Rejected | USP/JAC       | 0005     | 4504255       | MJ_SERVICE   |
| 0007          | Modifying Type of Davit Crane at Exarston IS            | 2,372.70 INC  | MCJUREC   | 10/24/2012 | 0347        | 009  |                | Rejected | USOR/KINGIONS | 0004     | 4504256       | ETN/EE/EG    |
| 0008          | Invert transition in tunnels 1 through 4                | 39,758.67 INC | MCJUREC   | 10/24/2012 | 0342        | 007  | X              | Approved | UNEL/PALEUJ   | 0005     | 4507961       | MJ_SERVICE   |
| 0009          | Modifying Type of Davit Crane at Exarston IS            | 2,372.70 INC  | MCJUREC   | 10/24/2012 | 0347        | 009  |                | Approved | UNEL/PALEUJ   | 0005     | 4507962       | ETN/EE/EG    |
| 0010          | Board approval 10/18/2012                               | 39,758.67 INC | ROMKUNJ   | 10/30/2012 |             |      | X              | Rejected | USOR/KINGIONS | 0005     | 4507961       | MJ_SERVICE   |
| 0011          | Deletion of steam RV- credit approved by DE             | 2,117.50 DEC  | ROMKUNJ   | 11/14/2012 | 004         | 371  |                | Approved | UNEL/PALEUJ   | 0006     | 4508127       | ETN/EE/EG    |
| 0012          | Per 11/01/12 Agenda Item 37, File No. 12-1493           | 49,556.15 INC | ROMKUNJ   | 12/03/2012 | 346         | 008  | X              | Approved | USP/JAC       | 0006     | 4508128       | MJ_SERVICE   |
| 0013          | Substitution of the Remnant Street Pile Wall Material   | 5,608.80 DEC  | ROMKUNJ   | 12/11/2012 | 0382        | 010  |                | Rejected | USOR/KINGIONS | 0008     | 4526278       | ETN/EE/EG    |
| 0014          | Credit for material substitution                        | 5,608.80 DEC  | ROMKUNJ   | 02/05/2013 | 0382        | 010  |                | Approved | UNEL/PALEUJ   | 0009     | 4526279       | MJ_SERVICE   |
| 0015          | Per 03/21/2013 Agenda Item 31, File No. 13-0263         | 28,860.00 INC | ROMKUNJ   | 03/22/2013 |             |      | X              | Rejected | USOR/KINGIONS | 0009     | 4536661       | ETN/EE/EG    |
| 0016          | Per 04/04/2013 Agenda Item 22, File No. 13-0297         | 30,677.51 INC | ROMKUNJ   | 04/08/2013 |             |      | X              | Approved | USP/JAC       | 0010     | 4536662       | MJ_SERVICE   |
| 0017          | Per 03/21/2013 Agenda Item 31, File No. 13-0263         | 28,860.00 INC | ROMKUNJ   | 04/11/2013 |             |      | X              | Rejected | USOR/KINGIONS | 0010     | 4544180       | ETN/EE/EG    |
|               |   |               |           |            |             |      |                |          | UNEL/PALEUJ   | 0010     | 4544181       | MJ_SERVICE   |
|               |   |               |           |            |             |      |                |          | USOR/KINGIONS | 0011     | 4583723       | ETN/EE/EG    |
|               |   |               |           |            |             |      |                |          | USOR/KINGIONS | 0011     | 4583724       | MJ_SERVICE   |
|               |   |               |           |            |             |      |                |          | USP/JAC       | 0012     | 4612907       | ETN/EE/EG    |
|               |   |               |           |            |             |      |                |          | USOR/KINGIONS | 0012     | 4612908       | MJ_SERVICE   |
|               |   |               |           |            |             |      |                |          | USP/JAC       | 0013     | 4623617       | ETN/EE/EG    |
|               |   |               |           |            |             |      |                |          | USOR/KINGIONS | 0013     | 4623618       | MJ_SERVICE   |
|               |   |               |           |            |             |      |                |          | USP/JAC       | 0014     | 4627635       | ETN/EE/EG    |
|               |   |               |           |            |             |      |                |          | USOR/KINGIONS | 0014     | 4627636       | MJ_SERVICE   |

## Change Order Log Report

|      |   |            |     |        |            |      |     |   |          |                |      |         |            |
|------|---|------------|-----|--------|------------|------|-----|---|----------|----------------|------|---------|------------|
| 0018 | Per 03/21/2013 Agenda Item 31, File No. 13-0263               | 28,860.00  | INC | BOXKIN | 04/11/2013 | 0408 | 011 | X | Approved | USP/ALC        | 0015 | 4627790 | ETN/EE/EG  |
| 0019 | Per 05/16/2013 Agenda Item 22, File No. 13-0525               | 6,029.00   | INC | BOXKIN | 05/17/2013 | 0467 | 015 | X | Rejected | US/AR/KIN/EGNS | 0015 | 4627791 | MJ_SERVICE |
| 0020 | Per 05/16/2013 Agenda Item 22, File No. 13-0525               | 13,465.00  | INC | BOXKIN | 05/17/2013 | 0462 | 012 | X | Rejected | US/AR/KIN/EGNS | 0016 | 4651148 | ETN/EE/EG  |
| 0021 | Per 05/16/2013 Agenda Item 22, File No. 13-0525               | 6,029.00   | INC | BOXKIN | 05/29/2013 | 0467 | 015 | X | Rejected | US/AR/KIN/EGNS | 0016 | 4651149 | MJ_SERVICE |
| 0022 | Per 05/16/2013 Agenda Item 22, File No. 13-0525               | 13,465.00  | INC | BOXKIN | 05/29/2013 | 0462 | 012 | X | Rejected | US/AR/KIN/EGNS | 0016 | 4651148 | ETN/EE/EG  |
| 0023 | Per 05/16/2013 Agenda Item 22, File No. 13-0525               | 6,029.00   | INC | BOXKIN | 05/31/2013 | 0467 | 015 | X | Approved | USP/ALC        | 0017 | 4657542 | MJ_SERVICE |
| 0024 | Per 05/16/2013 Agenda Item 22, File No. 13-0525               | 13,465.00  | INC | BOXKIN | 05/31/2013 | 0462 | 012 | X | Rejected | US/AR/KIN/EGNS | 0017 | 4657543 | ETN/EE/EG  |
| 0025 | 8/29/2013 Agenda Item 32, File No. 13-0897                    | 162,050.00 | INC | BOXKIN | 09/17/2013 |      |     | X | Rejected | US/AR/KIN/EGNS | 0017 | 4657542 | MJ_SERVICE |
| 0026 | 8/29/2013 Agenda Item 32, File No. 13-0897                    | 54,000.00  | INC | BOXKIN | 09/17/2013 | 527  | 017 | X | Approved | USP/ALC        | 0018 | 4659482 | ETN/EE/EG  |
| 0027 | 8/29/2013 Agenda Item 32, File No. 13-0897                    | 56,320.00  | INC | BOXKIN | 09/17/2013 | 506  | 018 | X | Approved | USP/ALC        | 0018 | 4659483 | MJ_SERVICE |
| 0028 | 8/29/2013 Agenda Item 32, File No. 13-0897                    | 51,730.00  | INC | BOXKIN | 09/17/2013 | 526  | 019 | X | Approved | USP/ALC        | 0018 | 4659482 | ETN/EE/EG  |
| 0029 | "Extra" Overhead Safety Netting Under Sheridan Rd Bridge      | 16,072.00  | INC | BOXKIN | 02/07/2014 | 0633 | 022 | X | Approved | USP/ALC        | 0019 | 4732284 | MJ_SERVICE |
| 0030 | "Extra" Overhead Protection Scaffold Under Sheridan Rd Bridge | 36,437.77  | INC | BOXKIN | 02/07/2014 | 0632 | 021 | X | Approved | USP/ALC        | 0020 | 4732303 | ETN/EE/EG  |
|      |   |            |     |        |            |      |     |   |          |                | 0020 | 4732304 | MJ_SERVICE |
|      |   |            |     |        |            |      |     |   |          |                | 0020 | 4732303 | ETN/EE/EG  |
|      |   |            |     |        |            |      |     |   |          |                | 0020 | 4732304 | MJ_SERVICE |
|      |   |            |     |        |            |      |     |   |          |                | 0021 | 4836356 | ETN/EE/EG  |
|      |   |            |     |        |            |      |     |   |          |                | 0021 | 4836357 | MJ_SERVICE |
|      |   |            |     |        |            |      |     |   |          |                | 0021 | 4836356 | ETN/EE/EG  |
|      |   |            |     |        |            |      |     |   |          |                | 0021 | 4836357 | MJ_SERVICE |



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0397, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to increase Contract 09-176-3P Sludge Thickening Facilities, Stickney Water Reclamation Plant, to McHugh Construction in an amount of \$317,085.68, from an amount of \$166,004,076.26, to an amount not to exceed \$166,321,161.94, Account 401-50000-645650, Purchase Order 5001115

Dear Sir:

On March 18, 2010, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 09-176-3P Sludge Thickening Facilities, Stickney Water Reclamation Plant, to McHugh Construction, in an amount not to exceed \$162,232,344.00. The scheduled contract completion date is November 11, 2016.

As of April 18, 2014, the attached list of change orders has been approved. The effect of these change orders resulted in an increase in an amount of \$3,771,732.26 from the original amount awarded of \$162,232,344.00. The current contract value is \$165,965,457.01. The prior approved change orders reflect a 2.3% increase to the original contract value.

Item 1: A credit in the amount of \$55,810.70 to delete the protective coating on the tank floors of Gravity Thickening Tanks 1 - 8. The contract requires coating the floors and walls of Gravity Thickening Tanks 1-8 with coal-tar epoxy. Upon review of this issue, the Engineer has determined that coating of the tank floors is not necessary for concrete protection and that protective coating of the tank floors can be deleted. The contractor submitted a cost proposal (CCO-047) for a credit in the amount of \$55,810.70. The engineer reviewed the proposal, found it to be reasonable, and stated via correspondence 4476, that the Engineering Department would recommend its approval.

Item 2: An extra in the amount of \$15,090.23 to make revisions to the wiring and components associated with Air Handling Unit 70-FC-01 located in the new substation south of the SW Preliminary Tanks. These revisions are being made because certain wiring and other components were not depicted on the contract drawings. The scope of work is as follows: 1) Modify conduit for the heating coil and blower motor, 2) Modify the local disconnect switch with a higher-amperage device, 3) Install a revised starter for the blower motor control, and 4) Provide a new power feed to the control panel. The contractor submitted a cost proposal (CCO-177) for an extra in the amount of \$15,090.23. The engineer reviewed the proposal, found it to be reasonable, and stated via correspondence 4486, that the Engineering Department would recommend its approval.

Item 3: An extra in the amount of \$63,783.61 to modify the Manhole #1 connection to the Salt Creek-1 interceptor sewer. In RFI-718, the contractor stated that the existing interceptor was located approximately 3.5' north of the location shown on the contract drawing and thus the interceptor is located underneath the existing railroad tracks. In order not to compromise the integrity of the railroad tracks, the contractor was required to hand mine approximately 6' to the exterior of the interceptor. In addition, the configuration of MH #1 was

---

**File #:** 14-0397, **Version:** 1

---

revised to allow for a rectangular opening into the Salt Creek Interceptor and the overall depth was reduced. Furthermore, the contractor was required to provide a 12" thick concrete fill in order to allow for access to core into the existing interceptor. The contractor submitted a cost proposal (CCO-102) for an extra in the amount of \$63,783.61. The engineer reviewed the proposal, found it to be reasonable, and stated via correspondence 4549, that the Engineering Department would recommend its approval.

Item 4: A net extra in the amount of \$332,782.92 to perform additional work in the SW Preliminary Tank tunnels. The additional work included furnishing and installing 2.9 times more conduit and cable in the Preliminary Tank tunnels than estimated during the bidding process due to an incorrect scale bar on Drawing CE-01-05, and for coring through a wall which was installed in the entrance to the Aerated Grit tunnel under Contract 06-156-3P shortly after Contract 09-176-3P was awarded. The contractor submitted a cost proposal (CCO-163) for an extra in the amount of \$346,869.96 and a credit in the amount of \$14,087.04 for a net extra in the amount of \$332,782.92. The engineer reviewed the proposal, found it to be reasonable, and stated via correspondence 4532, that the Engineering Department would recommend its approval.

Item 5: A net credit in the amount of \$38,760.38 for revising the power transmissions to the contractor's trailer complex from 480v to 12 KV and providing sufficient transformers for adjusting the voltage. These changes are being made in order to reduce voltage drop and improve voltage stability of the trailer area service. The contractor submitted a cost proposal (CCO-015) for an extra in the amount of \$160,820.36 and a credit in the amount of \$199,580.74 for a net credit in the amount of \$38,760.38. The engineer reviewed the proposal, found it to be reasonable, and stated via correspondence 4536, that the Engineering Department would recommend its approval.

The above five change orders are in compliance with the Illinois Criminal Code since the changes are germane to the contract.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute five change orders to increase Contract 09-176-3P in an amount of \$317,085.68 (0.19% of the current contract value), from an amount of \$166,004,076.26, to an amount not to exceed \$166,321,161.94.

Funds are available in Account 401-50000-645650.

Requested, Catherine O'Connor, Director of Engineering, MVL  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment

## Charge Order Log Report

System: RPD  
04/15/2014 09:44:15  
Page: 1

Client : 100  
Report Name: ZREP\_CHARGE\_ORDER\_LOG  
Requester : KRWHP

Original Value: 162,232,344.00  
Approved Value: 166,004,076.26  
Current Value : 166,004,076.26

PO No. : 5001115  
Tracking No. : EN391763P  
Vendor No. : 6001370

| Charge Number | Text  | Value      | Initiator | Date       | File Letter | CR # | Reord Approval | Status   | Approver     | Seq. No. | Change Number | Object Class        |
|---------------|---|------------|-----------|------------|-------------|------|----------------|----------|--------------|----------|---------------|---------------------|
| 0001          | Window Flirting at Laramie Gatehouse                        | 4,840.00   | INC       | 10/12/2010 | 0461        | 002  |                | Approved | UNELPAERU    | 0001     | 3937431       | ENGINEER MJ_SERVICE |
| 0002          | Change Size of Steel Casing                                 | 12,366.88  | INC       | 12/07/2010 | 0733        | 004  | X              | Approved | USPALMC      | 0001     | 3937432       | ENGINEER MJ_SERVICE |
| 0003          | Resolve Conflicts New Storm Sewer Location & Elec Duct Bank | 10,917.95  | INC       | 12/07/2010 | 0730        | 011  | X              | Approved | USPALMC      | 0002     | 3978525       | ENGINEER MJ_SERVICE |
| 0004          | Delete Effluent Water Piping from Building 31               | 2,422.20   | DEC       | 12/23/2010 | 0912        | 013  |                | Approved | UNELPAERU    | 0002     | 3978526       | ENGINEER MJ_SERVICE |
| 0005          | Expansion joints in Old Central Duct Area 30                | 262,177.30 | INC       | 01/11/2011 | 0873        | 003  | X              | Approved | USPALMC      | 0003     | 3991498       | ENGINEER MJ_SERVICE |
| 0006          | Demolish drying bed # 8 wall                                | 25,934.19  | INC       | 01/11/2011 | 0885        | 006  | X              | Approved | USPALMC      | 0004     | 4006207       | ENGINEER MJ_SERVICE |
| 0007          | Change to Piping in WAS IS and Wet Wall                     | 14,571.26  | INC       | 01/31/2011 | 0962        | 012  | X              | Approved | USPALMC      | 0004     | 4006208       | ENGINEER MJ_SERVICE |
| 0008          | Video Equipment Elimination                                 | 685.30     | DEC       | 02/18/2011 | 1184        | 001  |                | Approved | UNELPAERU    | 0005     | 4022297       | ENGINEER MJ_SERVICE |
| 0009          | Relocate tie-in point for BW-1                              | 7,686.89   | DEC       | 03/21/2011 | 1155        | 017  | X              | Approved | USPALMC      | 0005     | 4022298       | ENGINEER MJ_SERVICE |
| 0010          | Electric to Manrail Hoists                                  | 166,066.14 | INC       | 03/21/2011 | 1085        | 009  | X              | Approved | USPALMC      | 0006     | 4040911       | ENGINEER MJ_SERVICE |
| 0011          | Exhaust Duct Reroute Area 25                                | 22,556.12  | INC       | 03/21/2011 | 1168        | 021  | X              | Approved | USPALMC      | 0006     | 4040912       | ENGINEER MJ_SERVICE |
| 0012          | Post Bldg. Drain Reroute                                    | 56,049.96  | INC       | 03/21/2011 | 1076        | 022  | X              | Approved | USPALMC      | 0007     | 4066223       | ENGINEER MJ_SERVICE |
| 0013          | Relocate Beam 30E12 in Area 30 South Gallery                | 1,803.12   | INC       | 03/21/2011 | 1303        | 034  |                | Approved | USPALMC      | 0007     | 4066224       | ENGINEER MJ_SERVICE |
| 0014          | Area 30 Screen Room Pipe Relocation Net Extra               | 2,649.67   | INC       | 04/04/2011 | 1321        | 025  |                | Approved | UNELPAERU    | 0007     | 4066223       | ENGINEER MJ_SERVICE |
| 0015          | Unknown Vitrified Clay Pipe Repair                          | 866.76     | INC       | 04/04/2011 | 1300        | 033  |                | Approved | UNELPAERU    | 0007     | 4066224       | ENGINEER MJ_SERVICE |
| 0016          | Lightning arrestors   | 15,149.20  | DEC       | 05/06/2011 | 1176        | 014  | X              | Rejected | USORRINGTONS | 0008     | 4074031       | ENGINEER MJ_SERVICE |
| 0017          | Correction of Charge Number 0015                            | 866.76     | DEC       | 05/19/2011 |             |      |                | Approved | UNELPAERU    | 0008     | 4074032       | ENGINEER MJ_SERVICE |
|               |   |            |           |            |             |      |                |          |              | 0008     | 4074031       | ENGINEER MJ_SERVICE |
|               |   |            |           |            |             |      |                |          |              | 0009     | 4096707       | ENGINEER MJ_SERVICE |
|               |   |            |           |            |             |      |                |          |              | 0009     | 4096708       | ENGINEER MJ_SERVICE |
|               |   |            |           |            |             |      |                |          |              | 0010     | 4105950       | ENGINEER MJ_SERVICE |
|               |   |            |           |            |             |      |                |          |              | 0010     | 4105951       | ENGINEER MJ_SERVICE |

|      |  |            |     |        |            |      |     |   |          |        |      |         |                        |
|------|--|------------|-----|--------|------------|------|-----|---|----------|--------|------|---------|------------------------|
| 0018 | Net Credit; lighting protection system                       | 15,149.20  | DEC | BOKNU  | 05/19/2011 |      |     |   | Approved | USPANC | 0011 | 4105941 | ENGINEER<br>MI_SERVICE |
| 0019 | Hydrotite Waterstop & Roofing Felt at Area 32                | 1,741.54   | DEC | MCUREC | 05/31/2011 | 1369 | 010 | X | Approved | USPANC | 0011 | 4105942 | ENGINEER<br>MI_SERVICE |
| 0020 | OW #4 Alignment  | 37,437.26  | INC | MCUREC | 05/31/2011 | 1428 | 024 | X | Approved | USPANC | 0012 | 4111477 | ENGINEER<br>MI_SERVICE |
| 0021 | Install (2) 20" SIP lines deeper                             | 79,591.20  | INC | MCUREC | 05/31/2011 | 1484 | 020 | X | Approved | USPANC | 0012 | 4111476 | ENGINEER<br>MI_SERVICE |
| 0022 | Factory Acceptance Tests for Electrical Equipment            | 70,035.05  | INC | MCUREC | 05/31/2011 | 1423 | 027 | X | Approved | USPANC | 0012 | 4111477 | ENGINEER<br>MI_SERVICE |
| 0023 | Area 29 Light Relocation                                     | 2,956.48   | INC | MCUREC | 06/08/2011 | 1647 | 018 |   | Approved | USPANC | 0012 | 4111476 | ENGINEER<br>MI_SERVICE |
| 0024 | New tie-in location for OW and EW # 7                        | 97,142.89  | INC | MCUREC | 06/17/2011 | 1514 | 023 | X | Approved | USPANC | 0013 | 4117308 | ENGINEER<br>MI_SERVICE |
| 0025 | Replace Racking Mechanisms in Central Heat Substation OBs 31 | 19,696.70  | INC | MCUREC | 06/17/2011 | 1550 | 052 | X | Approved | USPANC | 0014 | 4124581 | ENGINEER<br>MI_SERVICE |
| 0026 | Double Handling of Spoils on #8 Street and 6th Ave           | 9,960.90   | INC | MCUREC | 07/05/2011 | 1767 | 062 |   | Approved | USPANC | 0014 | 4124582 | ENGINEER<br>MI_SERVICE |
| 0027 | Area 25 West OA Network Support                              | 6,669.30   | INC | MCUREC | 07/05/2011 | 1746 | 057 |   | Approved | USPANC | 0015 | 4135994 | ENGINEER<br>MI_SERVICE |
| 0028 | 6th Ave Directional Bore Obstruction                         | 8,494.75   | INC | MCUREC | 07/12/2011 | 1798 | 070 |   | Rejected | USPANC | 0015 | 4135994 | ENGINEER<br>MI_SERVICE |
| 0029 | Revised Iamalie Gate and Fence Location                      | 2,616.64   | DEC | MCUREC | 08/01/2011 | 1862 | 041 |   | Approved | USPANC | 0016 | 4140548 | ENGINEER<br>MI_SERVICE |
| 0030 | Relocate AHU on Sludge Control Building roof                 | 76,779.31  | INC | MCUREC | 08/01/2011 | 1744 | 019 | X | Approved | USPANC | 0016 | 4140549 | ENGINEER<br>MI_SERVICE |
| 0031 | Add differential relays to Areas 31 and 70                   | 277,220.23 | INC | MCUREC | 08/01/2011 | 1368 | 026 | X | Approved | USPANC | 0017 | 4153327 | ENGINEER<br>MI_SERVICE |
| 0032 | Maintrain Two Sludge Pumps in Service—Area 60                | 47,969.02  | INC | MCUREC | 08/01/2011 | 1654 | 035 | X | Approved | USPANC | 0017 | 4153328 | ENGINEER<br>MI_SERVICE |
| 0033 | Provide Soil Testing   | 56,373.63  | INC | MCUREC | 08/01/2011 | 1628 | 032 | X | Approved | USPANC | 0017 | 4153327 | ENGINEER<br>MI_SERVICE |
| 0034 | Delete Conduit Seal Fittings at 17/78 Substation             | 6,632.92   | DEC | MCUREC | 08/16/2011 | 1605 | 016 | X | Approved | USPANC | 0017 | 4153328 | ENGINEER<br>MI_SERVICE |
| 0035 | Additional Steel Support for O/A Duct at Area 30/32          | 2,733.50   | INC | MCUREC | 08/16/2011 | 1655 | 046 | X | Approved | USPANC | 0018 | 4164797 | ENGINEER<br>MI_SERVICE |
| 0036 | Area 80 Light Poles  | 10,455.79  | INC | MCUREC | 08/16/2011 | 1801 | 051 | X | Approved | USPANC | 0018 | 4164798 | ENGINEER<br>MI_SERVICE |
| 0037 | Area 70 Slab Openings  | 5,556.68   | INC | MCUREC | 08/16/2011 | 1805 | 064 | X | Approved | USPANC | 0018 | 4164797 | ENGINEER<br>MI_SERVICE |

## Change Order Log Report

|      |   |            |     |        |            |      |     |          |         |      |         |                        |
|------|---|------------|-----|--------|------------|------|-----|----------|---------|------|---------|------------------------|
| 0038 | Utility Conflicts South of Area 30                          | 2,106.64   | INC | MCUREC | 08/16/2011 | 1940 | 078 | Approved | USPAC   | 0018 | 4164797 | ENGINEER<br>MJ_SERVICE |
| 0039 | Area 27 Emergency Shower/Wyewash Station Alarms             | 5,322.00   | INC | MCUREC | 08/16/2011 | 1650 | 037 | Approved | USPAC   | 0018 | 4164797 | ENGINEER<br>MJ_SERVICE |
| 0040 | Delete Paving in Area 30                                    | 195,283.00 | DEC | MCUREC | 09/08/2011 | 1891 | 069 | Approved | UNEPFAU | 0019 | 4182024 | ENGINEER<br>MJ_SERVICE |
| 0041 | Dial 20" PSD Revised Alignment (50+15 - 62+00)              | 45,831.18  | INC | MCUREC | 09/08/2011 | 1898 | 071 | Approved | UNEPFAU | 0019 | 4182065 | ENGINEER<br>MJ_SERVICE |
| 0042 | Revised Alignment for BW & OW #3                            | 3,245.43   | INC | MCUREC | 09/08/2011 | 2071 | 074 | Approved | UNEPFAU | 0019 | 4182024 | ENGINEER<br>MJ_SERVICE |
| 0043 | Area 80 Electrical Duct Conflicts                           | 7,094.75   | INC | MCUREC | 09/08/2011 | 2025 | 075 | Approved | UNEPFAU | 0019 | 4182065 | ENGINEER<br>MJ_SERVICE |
| 0044 | Ductwork Revisions in Building 30 and Orientation           | 11,712.78  | INC | MCUREC | 10/03/2011 | 2003 | 028 | Rejected | UNEPFAU | 0020 | 4203417 | ENGINEER<br>MJ_SERVICE |
| 0045 | Change Elevation of Dial 12" Gravity-Thickened Sludge Lines | 88,284.79  | INC | MCUREC | 10/03/2011 | 2026 | 045 | Rejected | UNEPFAU | 0020 | 4203418 | ENGINEER<br>MJ_SERVICE |
| 0046 | 14" BW and 16" CIS Alignment Revision                       | 45,674.32  | INC | MCUREC | 10/03/2011 | 1985 | 059 | Rejected | UNEPFAU | 0020 | 4203417 | ENGINEER<br>MJ_SERVICE |
| 0047 | Unknown Pipe and Bollards in Area 80                        | 9,104.95   | INC | MCUREC | 10/03/2011 | 2109 | 087 | Rejected | UNEPFAU | 0020 | 4203418 | ENGINEER<br>MJ_SERVICE |
| 0048 | Steam System Gate Valves                                    | 2,109.20   | INC | MCUREC | 10/03/2011 | 1693 | 056 | Rejected | UNEPFAU | 0020 | 4203417 | ENGINEER<br>MJ_SERVICE |
| 0049 | Relocating of Electrical Apparatuses                        | 4,878.29   | INC | MCUREC | 10/03/2011 | 1678 | 053 | Rejected | UNEPFAU | 0020 | 4203418 | ENGINEER<br>MJ_SERVICE |
| 0050 | Revised Alignment for BW & OW #3                            | 3,245.43   | INC | MCUREC | 10/03/2011 | 2071 | 074 | Rejected | UNEPFAU | 0020 | 4203417 | ENGINEER<br>MJ_SERVICE |
| 0052 | Ductwork Revisions in Building 30 and Orientation           | 11,712.78  | INC | MCUREC | 10/31/2011 | 2003 | 028 | Approved | UNEPFAU | 0022 | 4223217 | ENGINEER<br>MJ_SERVICE |
| 0053 | Change Elevation of Dial 12" Gravity-Thickened Sludge Lines | 88,284.79  | INC | MCUREC | 10/31/2011 | 2026 | 045 | Approved | UNEPFAU | 0022 | 4223218 | ENGINEER<br>MJ_SERVICE |
| 0054 | 14" BW and 16" CIS Alignment Revision                       | 45,674.32  | INC | MCUREC | 10/31/2011 | 1985 | 059 | Approved | UNEPFAU | 0022 | 4223217 | ENGINEER<br>MJ_SERVICE |
| 0055 | Unknown Pipe and Bollards in Area 80                        | 9,104.95   | INC | MCUREC | 10/31/2011 | 2109 | 087 | Approved | UNEPFAU | 0022 | 4223218 | ENGINEER<br>MJ_SERVICE |
| 0056 | Steam System Gate Valves                                    | 2,109.20   | INC | MCUREC | 10/31/2011 | 1693 | 056 | Approved | UNEPFAU | 0022 | 4223217 | ENGINEER<br>MJ_SERVICE |
| 0057 | Relocating of Electrical Apparatuses                        | 4,878.29   | INC | MCUREC | 10/31/2011 | 1678 | 053 | Approved | UNEPFAU | 0022 | 4223218 | ENGINEER<br>MJ_SERVICE |
| 0058 | Unknown Utility by Locomotive Shop                          | 999.11     | INC | MCUREC | 10/31/2011 | 2228 | 093 | Approved | UNEPFAU | 0022 | 4223217 | ENGINEER<br>MJ_SERVICE |



## Change Order Log Report

|      |  |           |     |        |            |      |     |          |            |      |         |                        |
|------|--|-----------|-----|--------|------------|------|-----|----------|------------|------|---------|------------------------|
| 0059 | CW #07 Valve Box Extension                                   | 170.51    | INC | MCUREC | 10/31/2011 | 2253 | 094 | Approved | UNREPAIRED | 0022 | 4223217 | ENGINEER<br>MI_SERVICE |
| 0060 | Area 60 CIS/Tie-In Discrepancy                               | 8,419.63  | INC | MCUREC | 10/31/2011 | 2276 | 079 | Approved | UNREPAIRED | 0022 | 4223218 | ENGINEER<br>MI_SERVICE |
| 0061 | Area 27 Interior Wall Rail                                   | 519.48    | DEC | MCUREC | 11/07/2011 | 2271 | 090 | Approved | UNREPAIRED | 0022 | 4223217 | ENGINEER<br>MI_SERVICE |
| 0062 | Cap 18" DIP Sludge Line NE of Structure 30                   | 8,217.37  | INC | MCUREC | 12/02/2011 | 2265 | 096 | Approved | UNREPAIRED | 0023 | 4228673 | ENGINEER<br>MI_SERVICE |
| 0063 | Area 51 Centrifuge Breaker Failure                           | 6,224.75  | INC | MCUREC | 12/02/2011 | 2316 | 098 | Approved | UNREPAIRED | 0024 | 4246564 | ENGINEER<br>MI_SERVICE |
| 0064 | Additional Excavation & Backfill at CB30                     | 2,113.97  | INC | MCUREC | 12/13/2011 | 2390 | 106 | Approved | UNREPAIRED | 0024 | 4246565 | ENGINEER<br>MI_SERVICE |
| 0065 | BW interference near SW corner of RST building               | 2,538.49  | INC | MCUREC | 01/09/2012 | 2517 | 110 | Approved | UNREPAIRED | 0025 | 4253611 | ENGINEER<br>MI_SERVICE |
| 0066 | Concrete Sidewalk Around Laramie Gate House                  | 4,871.19  | INC | MCUREC | 01/31/2012 | 2514 | 111 | Approved | UNREPAIRED | 0026 | 4274656 | ENGINEER<br>MI_SERVICE |
| 0067 | Pre-Digestion Centrifuge Sludge Line/Sampling Station        | 8,947.40  | INC | MCUREC | 01/31/2012 | 2543 | 105 | Approved | UNREPAIRED | 0027 | 4293280 | ENGINEER<br>MI_SERVICE |
| 0068 | Area 60 CIS Line Connection                                  | 2,926.68  | INC | MCUREC | 01/31/2012 | 2564 | 115 | Approved | UNREPAIRED | 0027 | 4293281 | ENGINEER<br>MI_SERVICE |
| 0069 | Replace Valve on EW-1  | 4,630.67  | INC | MCUREC | 02/06/2012 | 2581 | 113 | Approved | UNREPAIRED | 0027 | 4293280 | ENGINEER<br>MI_SERVICE |
| 0070 | 18" NSS Line Sta 3+30 Cross Unknown Concrete Eroded Util     | 3,030.68  | INC | MCUREC | 02/07/2012 | 2608 | 095 | Rejected | UNWORKING  | 0028 | 4296368 | ENGINEER<br>MI_SERVICE |
| 0071 | 18" NSS Line Approx Sta 3+60 Cross Unknown Concrete Eroded   | 3,030.88  | INC | MCUREC | 02/08/2012 | 2631 | 095 | Approved | UNREPAIRED | 0029 | 4299396 | ENGINEER<br>MI_SERVICE |
| 0072 | Delete Bypass Contractors & filters on Area 51 Polymex Meter | 21,506.47 | DEC | MCUREC | 03/01/2012 | 2532 | 068 | Approved | USPAC      | 0030 | 4300643 | ENGINEER<br>MI_SERVICE |
| 0073 | Area 51 - Knife Gate Valve Transformers                      | 948.64    | DEC | MCUREC | 03/01/2012 | 2574 | 099 | Approved | USPAC      | 0031 | 4318535 | ENGINEER<br>MI_SERVICE |
| 0074 | IDS - Centrifuge Panel Pressurization - Pressure Switch      | 23,960.67 | INC | MCUREC | 03/01/2012 | 2545 | 058 | Approved | USPAC      | 0031 | 4318536 | ENGINEER<br>MI_SERVICE |
| 0075 | Asbestos Abatement at the Laramie Gate House                 | 7,087.74  | INC | MCUREC | 03/01/2012 | 2675 | 097 | Approved | USPAC      | 0031 | 4318535 | ENGINEER<br>MI_SERVICE |
| 0076 | Underground Steam Conflicts Building 30 to North of B Street | 2,677.49  | INC | MCUREC | 03/01/2012 | 2657 | 114 | Approved | USPAC      | 0031 | 4318536 | ENGINEER<br>MI_SERVICE |
| 0077 | Delete Area 30 Sump Pump Discharge to Rain Garden            | 1,859.78  | DEC | MCUREC | 03/16/2012 | 2752 | 118 | Approved | UNREPAIRED | 0032 | 4329975 | ENGINEER<br>MI_SERVICE |
| 0078 | Area 22 Concrete Wall and Curb Under New Aluminum Covers     | 7,290.11  | INC | MCUREC | 03/16/2012 | 2700 | 112 | Approved | UNREPAIRED | 0032 | 4329976 | ENGINEER<br>MI_SERVICE |

## Change Order Log Report

|      |  |            |     |        |            |      |     |          |            |      |         |            |
|------|--|------------|-----|--------|------------|------|-----|----------|------------|------|---------|------------|
| 0079 | Foundation Wall Interference at CW #3 and BW #3              | 2,279.53   | INC | MCUREC | 03/16/2012 | 2696 | 116 | Approved | UNREPAIRED | 0032 | 4329975 | ENGINEER   |
| 0080 | Polymer Solution Transfer Feed Pump LCPs P001&P002           | 2,762.51   | INC | MCUREC | 04/02/2012 | 2796 | 092 | Approved | USP&C      | 0032 | 4329976 | MI_SERVICE |
| 0081 | Area 31 - DC-31-CPI  | 13,912.09  | INC | MCUREC | 04/02/2012 | 2607 | 100 | Approved | USP&C      | 0033 | 4340414 | ENGINEER   |
| 0082 | City Water Tie-ins at Area 30 and B Street                   | 12,638.57  | INC | MCUREC | 04/02/2012 | 2589 | 108 | Approved | USP&C      | 0033 | 4340415 | MI_SERVICE |
| 0083 | Credit for Pipe Casing under RR tracks for Communications Co | 3,535.92   | DEC | MCUREC | 04/09/2012 | 2741 | 005 | Approved | USP&C      | 0033 | 4340414 | ENGINEER   |
| 0084 | Additional Pavement from Post Building Drain Reroute         | 3,133.61   | INC | MCUREC | 04/09/2012 | 2729 | 043 | Approved | USP&C      | 0034 | 4346201 | MI_SERVICE |
| 0085 | Area 51 Valve Pours  | 9,521.63   | INC | MCUREC | 04/09/2012 | 2699 | 103 | Approved | USP&C      | 0034 | 4346202 | ENGINEER   |
| 0086 | Install PVC Vert. Lines for Process Drains in Area 32        | 8,946.30   | INC | MCUREC | 04/17/2012 | 2945 | 091 | Approved | UNREPAIRED | 0034 | 4346201 | MI_SERVICE |
| 0087 | Rescind Chmr #2698   | 2,279.53   | DEC | MCUREC | 05/01/2012 | 2881 | 116 | Approved | UNREPAIRED | 0034 | 4346202 | ENGINEER   |
| 0088 | Area 30 Roof Drain Piping and Mmmail Conflict                | 4,370.30   | INC | MCUREC | 05/01/2012 | 2868 | 124 | Approved | UNREPAIRED | 0034 | 4346202 | MI_SERVICE |
| 0089 | Electrical Duct Bark Revisions under RR tracks               | 609,935.78 | INC | MCUREC | 05/08/2012 | 2832 | 080 | Approved | USP&C      | 0036 | 4363531 | ENGINEER   |
| 0090 | Area 32 Pipe Gallery Insulated Topping Slab                  | 11,245.06  | DEC | MCUREC | 05/31/2012 | 2838 | 061 | Approved | USP&C      | 0036 | 4363532 | MI_SERVICE |
| 0091 | Area 25 - 14" NS/ Existing Water Line Conflict               | 4,580.40   | INC | MCUREC | 06/19/2012 | 3007 | 137 | Approved | UNREPAIRED | 0037 | 4368772 | ENGINEER   |
| 0092 | D-Blaze Fire Retardant Treated Wood for Use at Area 22       | 449.46     | DEC | MCUREC | 07/16/2012 | 3074 | 147 | Approved | USP&C      | 0037 | 4368773 | MI_SERVICE |
| 0093 | Area 51 - Existing Vert. Piping Clarifications (NW)          | 2,649.90   | INC | MCUREC | 07/31/2012 | 3090 | 142 | Approved | USP&C      | 0038 | 4386010 | ENGINEER   |
| 0094 | Area 22 Condensate Pumps                                     | 6,846.30   | INC | MCUREC | 07/31/2012 | 3083 | 126 | Approved | USP&C      | 0038 | 4386011 | MI_SERVICE |
| 0095 | Envision DCS Related US Cabinets                             | 59,948.90  | INC | MCUREC | 07/31/2012 | 2871 | 140 | Approved | USP&C      | 0039 | 4399148 | ENGINEER   |
| 0096 | Area 30 Reston Detail for Closure Plate to Double T Stem     | 10,098.00  | DEC | MCUREC | 08/14/2012 | 3078 | 138 | Approved | USP&C      | 0039 | 4399149 | MI_SERVICE |
| 0097 | Area 23 Condensate Pumps                                     | 11,433.87  | INC | MCUREC | 08/14/2012 | 3084 | 133 | Approved | USP&C      | 0040 | 4416759 | ENGINEER   |
| 0098 | Gas Detectors at WS and NS RS                                | 32,196.51  | INC | MCUREC | 08/14/2012 | 2994 | 076 | Approved | USP&C      | 0040 | 4416760 | MI_SERVICE |

## Change Order Log Report

|      |   |            |     |        |            |      |     |   |          |              |      |         |                        |
|------|---|------------|-----|--------|------------|------|-----|---|----------|--------------|------|---------|------------------------|
| 0099 | Area 22 Steel Plate at Door 02                              | 509.30     | DEC | MCUREC | 09/04/2012 | 3162 | 146 |   | Approved | UNREPAIRED   | 0043 | 4459778 | ENGINEER<br>MJ_SERVICE |
| 0100 | 18" CTS Correction to Existing                              | 34,122.86  | INC | MCUREC | 09/07/2012 | 3154 | 117 | X | Approved | USPAC        | 0043 | 4459779 | ENGINEER<br>MJ_SERVICE |
| 0101 | ESD piping charges at Interim ES and Underground WAS modifc | 77,345.37  | INC | MCUREC | 09/07/2012 | 3183 | 132 | X | Approved | USPAC        | 0044 | 4462684 | ENGINEER<br>MJ_SERVICE |
| 0102 | Gate Operator Structure for MB-G-01 & 02                    | 13,967.94  | INC | MCUREC | 10/24/2012 | 3218 | 120 | X | Approved | USPAC        | 0044 | 4462685 | ENGINEER<br>MJ_SERVICE |
| 0103 | Tank 1 Air Lift Pipe Existing Conditions and Demolition     | 41,437.87  | INC | MCUREC | 10/24/2012 | 3232 | 130 | X | Approved | USPAC        | 0045 | 4507890 | ENGINEER<br>MJ_SERVICE |
| 0104 | Board Approved meeting of 10/18/2012                        | 55,405.81  | INC | BOXKUN | 10/30/2012 |      |     | X | Approved | UNREPAIRED   | 0045 | 4507891 | ENGINEER<br>MJ_SERVICE |
| 0105 | Reversal of duplicate entry (0104)                          | 55,405.81  | DEC | BOXKUN | 11/08/2012 |      |     |   | Approved | UNREPAIRED   | 0046 | 4514185 | ENGINEER<br>MJ_SERVICE |
| 0106 | Per 11/01/12 Board Agenda Item 33, File No. 12-1488         | 20,471.64  | INC | BOXKUN | 12/03/2012 | 3292 | 121 |   | Rejected | USARRINGTONS | 0047 | 4523228 | ENGINEER<br>MJ_SERVICE |
| 0107 | Per 11/01/12 Board Agenda Item 33, File No. 12-1488         | 596,464.80 | INC | BOXKUN | 12/03/2012 | 3292 | 121 | X | Rejected | USARRINGTONS | 0048 | 4536505 | ENGINEER<br>MJ_SERVICE |
| 0108 | Per 11/01/12 Agenda Item 33, File No. 12-1488               | 20,471.64  | INC | BOXKUN | 12/03/2012 | 3292 | 121 | X | Approved | USPAC        | 0049 | 4536589 | ENGINEER<br>MJ_SERVICE |
| 0109 | Per 11/01/12 Agenda Item 33, File No. 12-1488               | 305,000.00 | INC | BOXKUN | 12/03/2012 | 3322 | 143 | X | Approved | USPAC        | 0050 | 4536633 | ENGINEER<br>MJ_SERVICE |
| 0110 | Per 11/01/12 Agenda Item 33, File No. 12-1488               | 270,993.16 | INC | BOXKUN | 12/03/2012 | 3311 | 148 | X | Approved | USPAC        | 0050 | 4536634 | ENGINEER<br>MJ_SERVICE |
| 0111 | Per 1/3/13 Board Agenda Item 29, File No. 12-1807.          | 43,101.43  | INC | JAMESJ | 01/08/2013 | 3410 | 127 | X | Approved | UNREPAIRED   | 0051 | 4561328 | ENGINEER<br>MJ_SERVICE |
| 0112 | Per 1/3/13 Board Agenda Item 29, File No. 12-1807.          | 54,000.00  | INC | JAMESJ | 01/08/2013 | 3382 | 144 | X | Approved | UNREPAIRED   | 0051 | 4561329 | ENGINEER<br>MJ_SERVICE |
| 0113 | Extra- ITS Eyewash Stover                                   | 6,632.42   | INC | BOXKUN | 02/06/2013 | 3421 | 119 |   | Rejected | UNREPAIRED   | 0052 | 4584158 | ENGINEER<br>MJ_SERVICE |
| 0114 | Extra - Area 31 - ITS Eyewash Stover                        | 6,632.42   | INC | BOXKUN | 02/06/2013 | 3520 | 119 |   | Approved | UNREPAIRED   | 0052 | 4584159 | ENGINEER<br>MJ_SERVICE |
| 0115 | Extra-Power feed for a heat exchanger                       | 4,179.64   | INC | BOXKUN | 02/08/2013 | 3562 | 160 |   | Approved | UNREPAIRED   | 0053 | 4584578 | ENGINEER<br>MJ_SERVICE |
| 0116 | Per 02/07/13 Agenda Item 35, File No. 13-0079               | 27,029.99  | INC | BOXKUN | 02/14/2013 |      |     | X | Approved | USPAC        | 0054 | 4585934 | ENGINEER<br>MJ_SERVICE |
| 0117 | Per 03/21/2013 Agenda Item 29, File No. 13-0261             | 24,452.40  | INC | BOXKUN | 03/15/2013 |      |     | X | Approved | USPAC        | 0055 | 4589451 | ENGINEER<br>MJ_SERVICE |
| 0118 | Per 04/18/2013 Agenda Item 23, File No. 13-0377             | 14,476.95  | INC | BOXKUN | 04/23/2013 | 3640 | 128 | X | Rejected | USARRINGTONS | 0056 | 4607198 | ENGINEER<br>MJ_SERVICE |
|      |   |            |     |        |            |      |     |   |          |              | 0057 | 4635281 | ENGINEER<br>MJ_SERVICE |
|      |   |            |     |        |            |      |     |   |          |              | 0057 | 4635282 | ENGINEER<br>MJ_SERVICE |





# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0399, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to increase purchase order and amend agreement with the law firm of Tabet, Divito & Rothstein, LLC to represent the District in an appeal filed with the Illinois Appellate Court entitled Metropolitan Water Reclamation District of Greater Chicago v. Terra Foundation, et al., Case No. 13-0307, in an amount of \$60,000.00, from an amount of \$700,000.00, to an amount not to exceed \$760,000.00, Account 101-30000-601170, Purchase Order 3076305

Dear Sir:

On February 7, 2013, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order in the amount of \$300,000.00 to the law firm of Tabet, Divito & Rothstein, LLC ("Tabet") for the purpose of representing the District in an appeal filed with the Illinois Appellate Court, entitled Metropolitan Water Reclamation District of Greater Chicago v. Terra Foundation, et al., Case No. 13-0307. The appeal seeks to overturn a judgment entered against the District by Judge Kathleen M. Pantle of the Circuit Court of Cook County in the amount \$36,432,047.00. At the center of the dispute is the alley located between the District's Main Office Building and the newly-developed Ritz Carlton Residences immediately east of the alley. In their counter-claim against the District, the Ritz developers claimed that the District interfered with their right to use the alley pursuant to several easements they hold, thereby delaying their construction project and causing them to incur significant damages. In entering the above judgment, the trial court ruled on the side of the developers.

As of April 17, 2014, the attached list of change orders has been approved. The effect of these change orders has resulted in an increase in the amount of \$400,000.00 from the original amount awarded of \$300,000.00. The current value is \$700,000.00. The prior approved change orders reflect a 133% increase of the original contract value.

When requesting the previous increase, Tabet agreed that the increase would be sufficient to cover its fees and costs for the following tasks: 1) reviewing the Ritz developers' response brief, which, at that point in time, had not yet been filed; 2) researching issues raised in the response brief; 3) drafting and filing the District's reply brief; 4) presenting oral argument before a panel of assigned appellate judges; and 5) advising the District on the implications of the Appellate Court's ruling on the appeal, once it is issued. Tasks 1 through 3 have since been completed, and Tasks 4 through 5 are expected to be completed in the near future, as oral argument on the appeal is set for May 7, 2014. Since all these tasks were foreseeable in this type of appeal, Tabet is not requesting any additional funds to see them to completion.

However, in conjunction with filing its response brief, the Ritz developers also filed a 15-page motion to amend its original pleading against the District, which was not a foreseeable development, as motions to amend are not typically raised in appellate court proceedings. Responding to the motion fully and effectively was vital to the District's position on appeal. Accordingly, Tabet reviewed the motion and its attached affidavits, performed extensive legal research on the issues raised therein, then drafted and filed an extensive response brief

---

**File #:** 14-0399, **Version:** 1

---

arguing that the motion should be denied. To compensate Tabet for responding to this unexpected filing, an increase to the purchase order in the amount of \$60,000.00 is hereby requested.

This change order is in compliance with the Illinois Criminal Code since the change is germane to the contract.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to increase the purchase order and amend the service agreement in an amount of \$60,000.00 (8.6% of the current contract value), from an amount of \$700,000.00, to an amount not to exceed \$760,000.00.

Funds are available in Account 101-30000-601170.

Requested, Ronald M. Hill, General Counsel; RMH:STM:CMM:TN:vp

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment

Client : 100  
 Report Name: ZREP\_PRICE\_ORDER\_103  
 Requester : NEZAT

Change Order Log Report

System: HRD  
 04/17/2014 13:05:5  
 Page: 1

PO No. : 3076305  
 Tracking No. : 30332  
 Vendor No. : 5014747

Original Value: 300,000.00  
 Approved Value: 700,000.00  
 Current Value: 700,000.00

| Change<br>Number | Text                                       | Value          | Initiator | Date       | File<br>Letter | QR # | Brand<br>Approved | Status   | Approver | Seq.<br>No. | Change<br>Number | Object<br>Class          |
|------------------|--|----------------|-----------|------------|----------------|------|-------------------|----------|----------|-------------|------------------|--------------------------|
| 0001             | INC. HR BOC 8/8/13 ITEM # 13-0845          | 250,000.00 INC | NEZAT     | 08/08/2013 |                |      |                   | Approved | USDPMC   | 0001        | 4703062          | ENGINEERING<br>M_SERVICE |
| 0002             | INCREASE HR BOC 12/19/13, ITEM # 13-1563   | 7,500.00 INC   | NEZAT     | 12/20/2013 |                |      |                   | Approved | USDPMC   | 0002        | 4805462          | ENGINEERING<br>M_SERVICE |
| 0003             | Per Brand Order 12/19/2013                 | 142,500.00 INC | KINNEB    | 12/23/2013 |                |      |                   | Rejected | USDPMC   | 0003        | 4805463          | ENGINEERING<br>M_SERVICE |
| 0004             | Brand Mfg 12/19/2013, Item 40 File 13-1563 | 142,500.00 INC | KINNEB    | 12/23/2013 |                |      |                   | Approved | USDPMC   | 0004        | 4806742          | ENGINEERING              |
|                  |  |                |           |            |                |      |                   |          |          |             | 4806948          | ENGINEERING              |



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0405, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to decrease Contract 06-363-3D Gloria Alitto Majewski Reservoir Repair and Rehabilitation at the North Service Area, to IHC Construction Companies, LLC in an amount of \$433,473.22, from an amount of \$5,931,777.00, to an amount not to exceed \$5,498,303.78, Account 401-50000-645720 Purchase Order 5001286

Dear Sir:

On August 11, 2011, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 06-363-3D Gloria Alitto Majewski Reservoir Repair and Rehabilitation at the North Service Area, to IHC Construction Companies, LLC, in an amount not to exceed \$5,644,000.00. The contract completion date was November 15, 2013.

As of April 18, 2014, the attached list of change orders has been approved. The effect of these change orders resulted in an increase in an amount of \$287,777.00 from the original amount awarded of \$5,644,000.00. The current contract value is \$5,931,777.00. The prior approved change orders reflect a 5.09% increase to the original contract value.

This contract is complete and it is necessary to decrease and close this purchase order.

This change order is in compliance with the Illinois Criminal Code since the change is due to circumstances not reasonably foreseeable at the time the contract was signed, and is in the best interest of the District.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to decrease Contract 06-363-3D in an amount of \$433,473.22 (7.31% of the current contract value), from an amount of \$5,931,777.00, to an amount not to exceed \$5,498,303.78.

Funds will be restored to Account 401-50000-645720.

Requested, Catherine A. O'Connor, Director of Engineering, JB:AMB

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment



PO No. : 5001286  
Tracking No. : ENG063633D  
Vendor No. : 6000054

Original Value: 5,644,000.00  
Approved Value: 5,931,777.00  
Current Value : 5,931,777.00

| Charge Number | Text   | Value      | Initiator | Date       | File Letter | CR # | Board Approval | Status   | Approver  | Seq. No. | Charge Number | Object Class |
|---------------|--|------------|-----------|------------|-------------|------|----------------|----------|-----------|----------|---------------|--------------|
| 0001          | Sluice Gate Repair                                     | 40,244.00  | INC       | 05/30/2012 | 0076        | 001  | X              | Approved | USNLMC    | 0001     | 4384982       | ENGINEERING  |
| 0002          | Extra-Repairs to South Manhole West Slope of Reservoir | 7,220.00   | INC       | 11/08/2012 | 0313        | 003  |                | Approved | UNELFAERU | 0001     | 4384983       | ENGINEERING  |
| 0003          | Clarification on CUD-002 and Correspondence 185        | 162.00     | DEC       | 03/18/2013 | 0302        | 002  |                | Approved | UNELFAERU | 0002     | 4523210       | ENGINEERING  |
| 0004          | Per 03/21/2013 Agenda Item 30, File No. 13-0262        | 24,507.00  | INC       | 03/22/2013 |             |      | X              | Rejected | USWAGNER  | 0003     | 4609169       | ENGINEERING  |
| 0005          | "Extra" - Replacement of Ball Valves.                  | 8,117.00   | INC       | 03/27/2013 | 0328        | 004  |                | Approved | UNELFAERU | 0004     | 4613030       | ENGINEERING  |
| 0006          | Per 03/21/2013 Agenda Item 30, File No. 13-0262        | 24,507.00  | INC       | 04/11/2013 |             |      | X              | Rejected | USWAGNER  | 0005     | 4615898       | ENGINEERING  |
| 0007          | Per 03/21/2013 Agenda Item 30, File No. 13-0262        | 24,507.00  | INC       | 04/11/2013 | 0401        | 006  | X              | Approved | USNLMC    | 0006     | 4627627       | ENGINEERING  |
| 0008          | "Extra" - TMW Concrete Slab Cleaning for Inspection    | 5,000.00   | INC       | 04/19/2013 | 0416        | 008  |                | Approved | UNELFAERU | 0007     | 4627797       | ENGINEERING  |
| 0009          | Per 6/6/2013 Agenda Item 46, File No. 13-0616          | 162,169.00 | INC       | 06/10/2013 |             |      | X              | Rejected | USWAGNER  | 0008     | 4633391       | ENGINEERING  |
| 0010          | Per 6/6/2013 Agenda Item 46, File No. 13-0616          | 162,169.00 | INC       | 06/14/2013 | 0432        | 009  | X              | Approved | USNLMC    | 0009     | 4664833       | ENGINEERING  |
| 0011          | "Extra" - HDPE Surt Water Relief                       | 8,415.00   | INC       | 07/15/2013 | 0469        | 016  |                | Approved | UNELFAERU | 0010     | 4668311       | ENGINEERING  |
| 0012          | "Credit"- Concrete Fillet Work                         | 1,740.00   | DEC       | 08/21/2013 | 0473        | 017  |                | Approved | UNELFAERU | 0011     | 4685544       | ENGINEERING  |
| 0013          | "Extra"- C-017 Creek Bed Excavation                    | 1,988.00   | INC       | 03/06/2014 | 0461        | 010  |                | Approved | UNELFAERU | 0012     | 4712168       | ENGINEERING  |
| 0014          | "Extra"- Excessive RC Near Manhole #5                  | 3,581.00   | INC       | 03/06/2014 | 0462        | 011  |                | Approved | UNELFAERU | 0013     | 4853658       | ENGINEERING  |
| 0015          | "Extra"- Re-Routing of Electrical Conduits             | 9,243.00   | INC       | 03/06/2014 | 0463        | 012  |                | Approved | UNELFAERU | 0013     | 4853659       | ENGINEERING  |
| 0016          | "Extra"- Type II Slope Repair Excessive RC             | 1,611.00   | INC       | 03/06/2014 | 0464        | 013  |                | Approved | UNELFAERU | 0013     | 4853658       | ENGINEERING  |
| 0017          | "Extra"- Differing Conditions South Bath Road          | 8,184.00   | INC       | 03/06/2014 | 0465        | 014  |                | Approved | UNELFAERU | 0013     | 4853659       | ENGINEERING  |

|                                    |  |  |  |  |  |  |  |  |  |  |  |  |  |                                   |  |  |  |  |  |  |  |  |  |  |  |  |  |                    |  |  |  |  |  |  |  |  |  |  |  |  |  |     |  |  |  |  |  |  |  |  |  |  |  |  |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |  |  |  |  |      |  |  |  |  |  |  |  |  |  |  |  |  |  |     |  |  |  |  |  |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |      |  |  |  |  |  |  |  |  |  |  |  |  |  |         |  |  |  |  |  |  |  |  |  |  |  |  |  |         |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |  |  |  |  |
|------------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|-----------------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|-----|--|--|--|--|--|--|--|--|--|--|--|--|--|--------|--|--|--|--|--|--|--|--|--|--|--|--|--|------------|--|--|--|--|--|--|--|--|--|--|--|--|--|------|--|--|--|--|--|--|--|--|--|--|--|--|--|-----|--|--|--|--|--|--|--|--|--|--|--|--|--|----------|--|--|--|--|--|--|--|--|--|--|--|--|--|-----------|--|--|--|--|--|--|--|--|--|--|--|--|--|------|--|--|--|--|--|--|--|--|--|--|--|--|--|---------|--|--|--|--|--|--|--|--|--|--|--|--|--|---------|--|--|--|--|--|--|--|--|--|--|--|--|--|-----------|--|--|--|--|--|--|--|--|--|--|--|--|--|------------|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Client : 100                       |  |  |  |  |  |  |  |  |  |  |  |  |  | Charge Order Log Report           |  |  |  |  |  |  |  |  |  |  |  |  |  | System: HD         |  |  |  |  |  |  |  |  |  |  |  |  |  |     |  |  |  |  |  |  |  |  |  |  |  |  |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |  |  |  |  |      |  |  |  |  |  |  |  |  |  |  |  |  |  |     |  |  |  |  |  |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |      |  |  |  |  |  |  |  |  |  |  |  |  |  |         |  |  |  |  |  |  |  |  |  |  |  |  |  |         |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Report Name: ZPTI_CHARGE_ORDER_LOG |  |  |  |  |  |  |  |  |  |  |  |  |  |                                   |  |  |  |  |  |  |  |  |  |  |  |  |  | 04/11/2014 15:13:3 |  |  |  |  |  |  |  |  |  |  |  |  |  |     |  |  |  |  |  |  |  |  |  |  |  |  |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |  |  |  |  |      |  |  |  |  |  |  |  |  |  |  |  |  |  |     |  |  |  |  |  |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |      |  |  |  |  |  |  |  |  |  |  |  |  |  |         |  |  |  |  |  |  |  |  |  |  |  |  |  |         |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Requester : MULLIGAN               |  |  |  |  |  |  |  |  |  |  |  |  |  |                                   |  |  |  |  |  |  |  |  |  |  |  |  |  | Page: 2            |  |  |  |  |  |  |  |  |  |  |  |  |  |     |  |  |  |  |  |  |  |  |  |  |  |  |  |        |  |  |  |  |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |  |  |  |  |      |  |  |  |  |  |  |  |  |  |  |  |  |  |     |  |  |  |  |  |  |  |  |  |  |  |  |  |          |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |      |  |  |  |  |  |  |  |  |  |  |  |  |  |         |  |  |  |  |  |  |  |  |  |  |  |  |  |         |  |  |  |  |  |  |  |  |  |  |  |  |  |           |  |  |  |  |  |  |  |  |  |  |  |  |  |            |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 0018                               |  |  |  |  |  |  |  |  |  |  |  |  |  | "Extra" - Voile Beneath HDE Skirt |  |  |  |  |  |  |  |  |  |  |  |  |  | 9,400.00           |  |  |  |  |  |  |  |  |  |  |  |  |  | INC |  |  |  |  |  |  |  |  |  |  |  |  |  | BOKINU |  |  |  |  |  |  |  |  |  |  |  |  |  | 03/06/2014 |  |  |  |  |  |  |  |  |  |  |  |  |  | 0466 |  |  |  |  |  |  |  |  |  |  |  |  |  | 015 |  |  |  |  |  |  |  |  |  |  |  |  |  | Approved |  |  |  |  |  |  |  |  |  |  |  |  |  | UNDEPAERU |  |  |  |  |  |  |  |  |  |  |  |  |  | 0013 |  |  |  |  |  |  |  |  |  |  |  |  |  | 4853658 |  |  |  |  |  |  |  |  |  |  |  |  |  | 4853659 |  |  |  |  |  |  |  |  |  |  |  |  |  | FINNELLRG |  |  |  |  |  |  |  |  |  |  |  |  |  | MI_SERVICE |  |  |  |  |  |  |  |  |  |  |  |  |  |



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0408, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to increase Contract 11-617-11, Maintenance and Repair Services for Switchgear, Transformers and Motors at Various Service Areas, to Magnetech Industrial Services, Inc., in an amount of \$20,000.00, from an amount of \$98,628.27, to an amount not to exceed \$118,628.27, Account 101-66000-612620, Purchase Order 5001254

Dear Sir:

On May 19, 2011, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 11-617-11, Maintenance and Repair Services for Switchgear, Transformers and Motors at Various Service Areas, to Magnetech Industrial Services, Inc., in an amount not to exceed \$105,000.00. The contract expires on July 31, 2014.

As of April 11, 2014, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in an amount of \$6,371.73 from the original amount awarded of \$105,000.00. The current contract value is \$98,628.27. The prior approved change orders reflect an approximate 6.1% decrease to the original contract value.

The increase in the contract value is to fund an unanticipated repair to the primary bushings on two of the three TR2 transformers at the Lockport Powerhouse. Work will include all labor, parts and services for a complete and fully functioning repair. The Resident Engineer has reviewed the Contractor's proposal, and means and methods of repair, and has found these items to be acceptable.

This change order is in compliance with the Illinois Criminal Code since the change is germane to the Contract.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to increase Contract 11-617-11, in an amount of \$20,000.00 (approximately 20.3% of the current contract value), from an amount of \$98,628.27, to an amount not to exceed \$118,628.27.

Funds are available in Account 101-66000-612620.

Requested, Manju Prakash Sharma, Director of Maintenance & Operations, SES:SO'C:MAG:PA:SSG  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

---

**File #:** 14-0408, **Version:** 1

---

Attachment

**CONTRACT: 11-617-11****As Of:** 4/11/2014**Contract Type:** ZLFNPrepared by:  
tbq

| <u>Group/Item:</u> | <u>Location:</u> | <u>Validity Dates:</u> | <u>Bid Deposit:</u> | <u>Final Completion:</u> |
|--------------------|------------------|------------------------|---------------------|--------------------------|
| B                  | LPH              | 6/30/11 - 07/31/14     | None to release     |                          |
| A                  | SWRP             | 6/30/11 - 12/31/13     | None to release     |                          |

| Group/<br>Item | Location | PO<br># | Vendor   | Award<br>Value | Change<br>Order<br>Incr/(Decr) | Adjusted<br>Award Value | SAP<br>PO<br>Value | SAP<br>SES<br>Value | SAP<br>Invoice<br>Value | SAP<br>Credit Memo<br>Value | SAP<br>Check<br>Value | Pending<br>Check<br>Payment | PO Bal.   |
|----------------|----------|---------|--|----------------|--------------------------------|-------------------------|--------------------|---------------------|-------------------------|-----------------------------|-----------------------|-----------------------------|-----------|
| B              | LPH      | 5001254 | Magnetech Industrial<br>Services Inc.<br>7008839 & 6000785 | 30,000.00      | 7,842.77                       | 37,842.77               | 37,842.77          | 33,582.39           | -                       | -                           | -                     | -                           | 4,260.38  |
| A              | SWRP     | 5001255 | Magnetech Industrial<br>Services Inc.<br>7008839 & 6000785 | 75,000.00      | (14,214.50)                    | 60,785.50               | 60,785.50          | 52,218.74           | -                       | -                           | -                     | -                           | 8,566.76  |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -         |
|                |          |         |  | 105,000.00     | (6,371.73)                     | 98,628.27               | 98,628.27          | 85,801.13           | -                       | -                           | -                     | -                           | 12,827.14 |

**Comments:**

\$20,000 increase needed to retrofit ABB bushings to TR2 transformers and inspect TR1 transformer.



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0410, **Version:** 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to increase Contract 11-818-11, Maintenance and Repair Laboratory Walk-In Coolers, Air Conditioners, Chillers and Ventilation Systems in the Calumet Service Area, to Anchor Mechanical, Inc., in an amount of \$39,599.00, from an amount of \$158,396.01, to an amount not to exceed \$197,995.01, Account 101-68000-612680, Purchase Order 5001245

Dear Sir:

On April 7, 2011, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 11-818-11, Maintenance and Repair Laboratory Walk-In Coolers, Air Conditioners, Chillers and Ventilation Systems in the Calumet Service Area, to Anchor Mechanical, Inc., in an amount not to exceed \$159,000.00. The contract expires on April 22, 2014.

As of April 8, 2014, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in an amount of \$603.99 from the original amount awarded of \$159,000.00. The current contract value is \$158,396.01. The prior approved change orders reflect a 0.4% decrease to the original contract value.

The increase is needed to fund an extension until a replacement contract is in place.

This change order is in compliance with the Illinois Criminal Code since the change is due to circumstances not reasonably foreseeable at the time the contract was signed, and is in the best interest of the District.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to increase Contract 11-818-11, in an amount of \$39,599.00 (25% of the current contract value), from an amount of \$158,396.01, to an amount not to exceed \$197,995.01.

Funds are available in Account 101-68000-612680.

Requested, Manju Prakash Sharma, Director of Maintenance and Operations, SES:SO'C:MAG:PA:TRS  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment

**CONTRACT: 11-818-11****As Of:** 4/8/2014 **Contract Type:** ZLFNPrepared by: J  
Markovich

**Group/Item:** **Location:** **Validity Dates:** **Bid Deposit:** **Final Completion:**  
 CWRP 4/22/11 - 7/22/14 Bid Bond

| Group/<br>Item | Location | PO<br># | Vendor   | Award<br>Value | Change<br>Order<br>Incr/(Decr) | Adjusted<br>Award Value | SAP<br>PO<br>Value | SAP<br>SES<br>Value | SAP<br>Invoice<br>Value | SAP<br>Credit Memo<br>Value | SAP<br>Check<br>Value | Pending<br>Check<br>Payment | PO Bal.  |
|----------------|----------|---------|--|----------------|--------------------------------|-------------------------|--------------------|---------------------|-------------------------|-----------------------------|-----------------------|-----------------------------|----------|
|                | CWRP     | 5001245 | Anchor Mechanical<br>Inc. 5007834 &<br>6000916 | 159,000.00     | (603.99)                       | 158,396.01              | 158,396.01         | 155,702.94          | -                       | -                           | -                     | -                           | 2,693.07 |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -        |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -        |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -        |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -        |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -        |
|                |          |         |  | -              | -                              | -                       | -                  | -                   | -                       | -                           | -                     | -                           | -        |
|                |          |         |  | 159,000.00     | (603.99)                       | 158,396.01              | 158,396.01         | 155,702.94          | -                       | -                           | -                     | -                           | 2,693.07 |

**Comments:**

Increase PO by \$39,599.00 due to three month contract extension.



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

File #: 14-0417, Version: 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to decrease purchase order for Contract 08-418-12, Furnish and Deliver Fifty-Two (52) Multi-Functional Photocopier Devices and a Five-Year Repair Service, Supplies and Maintenance Agreement at Various Locations to Distinctive Business Products, d/b/a Chicago Office Technology Group in an amount of \$11,150.36, from an amount of \$374,299.96, to an amount not to exceed \$363,149.60, Account 101-27000-612810, Purchase Order 3054728

Dear Sir:

On December 4, 2008, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order for Contract 08-418-12, Furnish and Deliver Fifty-Two (52) Multi-Functional Photocopier Devices and a Five-Year Repair Service, Supplies and Maintenance Agreement at Various Locations to Distinctive Business Products, d/b/a Chicago Office Technology Group in an amount not to exceed \$374,300.00. The contract expired on March 31, 2014.

This contract has no prior change orders.

There was a purchase order reduction of \$.04 due to annual carry-forward process.

The purchase order to acquire multifunctional devices was issued in 2008. The repair services and supplies portion of the purchase order continued through March, 2014. Due to the expiration of repair services associated with this contract, the purchase order is being decreased and closed.

This change order is in compliance with the Illinois Criminal Code since the change is due to circumstances not reasonably foreseeable at the time the contract was signed, and is in the best interest of the District.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to decrease the purchase order for Contract 08-418-12 in an amount of \$11,150.36 (3% of the current contract value), from an amount of \$374,299.96, to an amount not to exceed \$363,149.60.

Funds will be restored to Account 101-27000-612810.

Requested, Ellen Barry, Acting Director of Information Technology EB:CLG

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014.





# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0377, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON BUDGET AND EMPLOYMENT

Mr. David St. Pierre, Executive Director

Authority to transfer 2014 departmental appropriations in the amount of \$16,000.00 in the Construction Fund

Dear Sir:

Attached is the departmental appropriation transfer requested to be authorized at the May 1, 2014 Regular Board Meeting, for the following fund:

| <b>Construction Fund:</b>   | <b>From Amount</b> | <b>To Amount</b>   |
|-----------------------------|--------------------|--------------------|
| <b>Intra - Departmental</b> |                    |                    |
| 50000 - Construction Fund   | \$16,000.00        | \$16,000.00        |
| Total Construction Fund     | <u>\$16,000.00</u> | <u>\$16,000.00</u> |

It is requested that the Board of Commissioners authorize the transfer of appropriations submitted herewith.

Requested, Eileen M. McElligott, Administrative Services Manager, BKS:SL:JR:ES

Respectfully Submitted, Kari K. Steele, Chairman Committee on Budget and Employment

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**  
**2014 Request for Line Item Transfer**

Page \_\_\_\_ of \_\_\_\_

Dept: Construction FundBoard Meeting Date: May 1, 2014BTB Date: Apr 15, 2014**TRANSFER 2014 FUNDS FROM:**

| CODE<br><small>Fund Fund Ctr Cmt Item</small> | BUDGETARY<br>ACCOUNT NAME | APPROPRIATION |           | FUNDS<br>AVAILABLE | OUT<br>AMOUNT | EXPLANATION   |
|---|---------------------------|---------------|-----------|--------------------|---------------|---|
|   |                           | ORIGINAL      | ADJUSTED  |                    |               |   |
| 201 50000 645690                              | Capital Projects, N.O.C.  | \$750,000     | \$175,000 | \$175,000          | \$16,000      | Funds are available as a result of the deferral of Contract 14-606-21, Repair of Maple and Linden Avenue Bridges, NSA, to 2015. |
| <b>TOTAL:</b>                                 |                           |               |           |                    | \$16,000      |   |

**TRANSFER 2014 FUNDS INTO:**

| CODE<br><small>Fund Fund Ctr Cmt Item</small> | BUDGETARY<br>ACCOUNT NAME | APPROPRIATION |           | FUNDS<br>AVAILABLE | IN<br>AMOUNT | EXPLANATION  |
|---|---------------------------|---------------|-----------|--------------------|--------------|--|
|   |                           | ORIGINAL      | ADJUSTED  |                    |              |  |
| 201 50000 634790                              | Marine Equipment          | \$500,000     | \$500,000 | \$0                | \$16,000     | Funds are needed due to the unfavorable bid results for Contract 14-611-21, Two Skimmer Boats for Waterways. The budgeted amount was \$250,000, and the single bid came in at \$265,722. |
| <b>TOTAL:</b>                                 |                           |               |           |                    | \$16,000     |  |

REQUESTED: MP Shown  
 Department Head

REVIEWED: Becky K. Sanders  
 Budget Officer

APPROVED: DL & P  
 Executive Director



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0373, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON JUDICIARY

Mr. David St. Pierre, Executive Director

Authority to settle the Workers' Compensation claim of Martin DePass v. MWRDGC, Claim #W000817710, in the total sum of \$38,000.00, Account 901-30000-601090

Dear Sir:

Martin DePass is an Operating Engineer II at the Calumet Water Reclamation Plant. On December 9, 2012, he sustained an injury to his left shoulder. He went to see a doctor at one of the District's designated clinics on 12/9/12 and was diagnosed with a left shoulder strain. An MRI performed of the left upper extremity on 12/18/12 revealed a partial tear of the distal supraspinatus with retraction or atrophy. On 1/22/13, he underwent left shoulder surgery consisting of repair of a tear to the supraspinatus tendon, as well as repair of a biceps tendon rupture, and the repair of fraying of the labrum. He underwent a course of physical therapy post surgery.

The employee was able to return to work on 9/1/13 and was paid for a period of 38 weeks of lost time benefits.

Subject to the approval of the IWCC, this Pro Se case can be settled for 21% loss of use of the left arm in the amount of \$38,000.00. This settlement would close out future lost time benefits as well as his future medical rights for this injury.

This settlement is in the best interest of the District. We therefore request approval for payment and authorization to execute such documents as may be necessary to effect the settlement.

Requested, Denice E. Korcal, Director of Human Resources, DEK:RAJ:RG:aw

Respectfully Submitted, Mariyana T. Spyropoulos, Chairman Committee on Judiciary

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0374, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON JUDICIARY

Mr. David St. Pierre, Executive Director

Authority to settle the Workers' Compensation claim of Daniel Gierut v. MWRDGC, Claim #W000838371, in the total sum of \$38,000.00, Account 901-30000-601090

Dear Sir:

Daniel Gierut is a Pipe Fitter at the Stickney Water Reclamation Plant. On May 29, 2012, he sustained an injury to his left shoulder. He went to see a doctor at one of the District's designated clinics on 5/29/12 and was diagnosed with a left shoulder strain. An MRI of the left upper extremity performed on 6/5/12 revealed a rupture of the supraspinatus tendon, a full thickness tear of the anterior infrapinatus tendon and an anteroinferior glenoid labrum tear. On 9/10/12, he underwent rotator cuff repair surgery on his left shoulder, which included impingement repair of his shoulder. He underwent a course of physical therapy post surgery.

The employee was able to return to work on 4/15/13 and was paid a total of 45 weeks of lost time benefits.

Subject to the approval of the IWCC, this Pro Se case can be settled for 21% loss of use of the left arm in the amount of \$38,000.00. This settlement would close out future lost time benefits as well as his future medical rights for this injury.

This settlement is in the best interest of the District. We therefore request approval for payment and authorization to execute such documents as may be necessary to effect the settlement.

Requested, Denice E. Korcal, Director of Human Resources, DEK: RAJ:RG:aw

Respectfully Submitted, Mariyana T. Spyropoulos, Chairman Committee on Judiciary

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0372, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON MAINTENANCE AND OPERATIONS

Mr. David St. Pierre, Executive Director

Authorization to negotiate and enter into an Intergovernmental Agreement with the City of Chicago Department of Streets and Sanitation for the purpose of accepting the delivery of woodchips to create a composted biosolids product.

Dear Sir:

The City of Chicago Department of Streets and Sanitation (COC) has accumulated a large pile of wood chips as a result of its ongoing tree-trimming operations. It has been proposed to have the COC deliver these wood chips to the District's Calumet Solids Management Area (CALSMA) to be used as a bulking agent in combination with the District's biosolids, to create a composted biosolids product, for a period of approximately three and one-half years, through December 31, 2017.

All deliveries of woodchips will be scheduled in advance with District staff, delivered by the COC, and unloaded at specific locations at CALSMA designated by District staff. All COC vehicles and staff accessing District property will be fully insured by the City of Chicago.

Rather than disposing these wood chips in a landfill as a waste product, the COC will be able to assist the District in developing a composted biosolids product at no additional cost to the District. These woodchips contribute to the reduction of the fecal count and the odor in the District's biosolids and result in a Class A biosolids product for distribution under the District's Controlled Solids Program.

It is recommended that the District enter into an Intergovernmental Agreement with the COC to accept woodchips delivered by the COC at CALSMA.

Requested, Manju Prakash Sharma, Director of Maintenance and Operations, SES: SO'C  
Disposition of this agenda item will be documented in the official regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0409, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON PENSION, HUMAN RESOURCES AND CIVIL SERVICE

Honorable Kathleen Therese Meany, President and Members of the Board of Commissioners

Request for advice and consent as to the Executive Director's designation of Ronald M. Hill, General Counsel, as the MWRD's Ethics Advisor, pursuant to the Ethics Ordinance

Ladies and Gentlemen:

On April 22, 2004, the Board of Commissioners adopted, pursuant to the mandate of the Illinois Ethics Act, Ordinance No. 04-001, known as the MWRD Ethics Ordinance.

Article 15 of the Ordinance provides that the Executive Director, with the advice and consent of the Board of Commissioners, shall designate an Ethics Advisor for the MWRD who, among other things, shall provide guidance to the MWRD's officers and employees concerning the interpretation of, and compliance with the provisions of the Ordinance and the Illinois Ethics Act.

I have designated Ronald M. Hill, General Counsel for the MWRD, as its Ethics Advisor, in accordance with the provisions of Article 15 of the Ethics Ordinance. I now seek the advice and consent of the Board of Commissioners as to that designation.

Recommended, David St. Pierre, Executive Director, RMH:LAG:JBM:kk

Respectfully submitted, Kathleen Therese Meany, Chairman Committee on Pension, Human Resources and Civil Service

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0412, **Version:** 1

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON PENSION, HUMAN RESOURCES AND CIVIL SERVICE

Honorable Kathleen Therese Meany, President and Members of the Board of Commissioners

Request for advice and consent to the appointments and compensation of Zelda B. Harris, Jose A. Lopez, and Michael J. Weicher as Commissioners to the MWRD Ethics Commission, pursuant to the Ethics Ordinance

Ladies and Gentlemen:

On April 22, 2004, the Board of Commissioners adopted, pursuant to the mandate of the Illinois Ethics Act, Ordinance No. 04-001, known as the MWRD Ethics Ordinance.

Article 20 of the Ordinance establishes an Ethics Commission consisting of three members appointed by the Executive Director, with the advice and consent of the Board of Commissioners. Article 20 of the Ordinance prohibits appointment to the Commission of any person related by blood or marriage up to the degree of first cousin, to any elected officer of the MWRD. Article 20 further provides that no more than two members shall belong to the same political party at the time such appointments are made.

With the assistance of the Law Department, I have researched potential candidates for the Ethics Commission. I believe that the following individuals not only satisfy the technical requirements of the Ordinance, but also possess the experience and background needed to fulfill the important duties of the Ethics Commission in a professional manner: Zelda B. Harris, Jose A. Lopez, and Michael J. Weicher. Ms. Harris is a professor of law and the Director of the Dan K. Webb Center for Advocacy at Loyola University School of Law, which focuses on trial, and appellate advocacy and alternative dispute resolution. Mr. Lopez is a partner at the law firm of Perkins Coie in Chicago, and he specializes in complex business litigation, including securities litigation, before the U.S. Securities and Exchange Commission. Mr. Lopez was recently appointed by the Illinois Supreme Court to chair the panel that hears cases involving the discipline of lawyers charged with misconduct by the Attorney Registration and Disciplinary Commission. Mr. Weicher is an attorney from Oak Park, specializing in civil litigation, including prosecuting and defending mortgage fraud investigations and representing corporate shareholders and LLC members in breach of fiduciary duty claims.

I also recommend that the Ethics Commissioners be compensated for their services on a per hour basis using the same rates applied to MWRD's Hearing Officers appointed under the Sewage and Waste Control Ordinance, User Charge Ordinance, and Sewer Permit Ordinance.

I hereby seek the advice and consent of the Board of Commissioners, as to the appointments and compensation of Zelda B. Harris, Jose A. Lopez, and Michael J. Weicher as Commissioners to the Ethics Commission in accordance with the provisions of Article 20 of the Ethics Ordinance.

Recommended, David St. Pierre, Executive Director, RMH:LAG:JBM:kk

Respectfully Submitted, Kathleen Therese Meany, Chairman Committee on Pension, Human Resources and Civil Service

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board

---

**File #:** 14-0412, **Version:** 1

---

of Commissioners for May 1, 2014





# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0367, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON PUBLIC INFORMATION AND EDUCATION

Mr. David St. Pierre, Executive Director

Report on May 3, 2014 State of Illinois Environmental Protection Agency's Household Hazardous Waste Collection Program

Dear Sir:

The Illinois Environmental Protection Agency (IEPA) has partnered with the District for Household Hazardous Waste (HHW) Collection for over 15 years. The goal of this event is to give citizens an opportunity to properly and legally dispose of household products that might otherwise pollute the environment by their disposal into the local sewers and landfills.

The Maintenance and Operations Department (M&O) submitted an application to the IEPA in 2009 to run a HHW collection at Moraine Valley Community College (MVCC). Shortly after the application was submitted, the program was suspended, but has now been reinstated. On March 20, 2014, the IEPA selected MWRD's application for a HHW event at MVCC.

The IEPA will provide an environmental firm to collect and legally dispose of all waste collected. In addition, the District has coordinated with a vendor to recycle auto batteries at no cost. Moraine Valley Community College has arranged for the collection of electronic and textile waste. The event is scheduled to take place on May 3, 2014 between 8:00 am and 3:00 pm.

The success of the previous collection events can be attributed to the coordinated efforts of staff and the advertising campaign conducted in conjunction with the participating communities. Surveys completed at past events have indicated that the majority of participants were notified of the collection events by reading the flyers and news stories in local newspapers generated by the aforementioned media campaign.

Citizen feedback from past events has been extremely positive. Nearly 100% of the participants have expressed their strong appreciation for these events and had a strong preference for more frequent and similar events to be held in the future.

Requested, Manju P. Sharma, Director of Maintenance and Operations, MPS:SES:SO'C:AG:FC  
Respectfully Submitted, Debra Shore, Chairman Committee on Public Information and Education  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0378, **Version:** 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON REAL ESTATE

Mr. David St. Pierre, Executive Director

Authority to grant a 25-year non-exclusive easement to AT & T to construct, operate, maintain, repair and remove a shelter building within a 25' x 40' area and to place antennae on the District's adjacent water tower located at 3908 South Laramie Avenue in Stickney, Illinois. Consideration shall be an initial annual fee of \$21,600.00

Dear Sir:

AT & T has requested a 25-year easement to place communication antennae on top of the District's water tower and to build a shelter at the base of the water tower within a 25' x 40' area located within the Stickney Water Reclamation Plant premises at 3908 South Laramie Avenue in Stickney, Illinois. The shelter will house AT & T's equipment including a generator. The easement will include an approved access route through the Stickney Water Reclamation Plant and utility routes.

AT & T proposes to pay an initial annual easement fee of \$21,600.00; which exceeds 10% of the fair market value of the subject property based upon comparable appraisals on nearby District leasehold sites. The annual easement fee will increase by 3% each year.

The District's technical departments have reviewed AT & T's request to place antennae on top of the District's water tower and to build a shelter at the base thereof and have no objections thereto, subject to certain technical conditions.

It is requested that the Executive Director recommend to the Board of Commissioners that it authorize and approve the grant of a 25-year non-exclusive easement to AT & T to construct, operate, maintain, repair and remove a shelter building within a 25' x 40' area and to place antennae on the District's adjacent water tower located at 3908 South Laramie Avenue in Stickney, Illinois. Consideration shall be an initial annual fee of \$21,600.00.

It is further requested that the Executive Director recommend to the Board of Commissioners that the Chairman of the Committee on Finance and the Clerk be authorized and directed to execute the easement agreement after it is approved by the General Counsel as to form and legality.

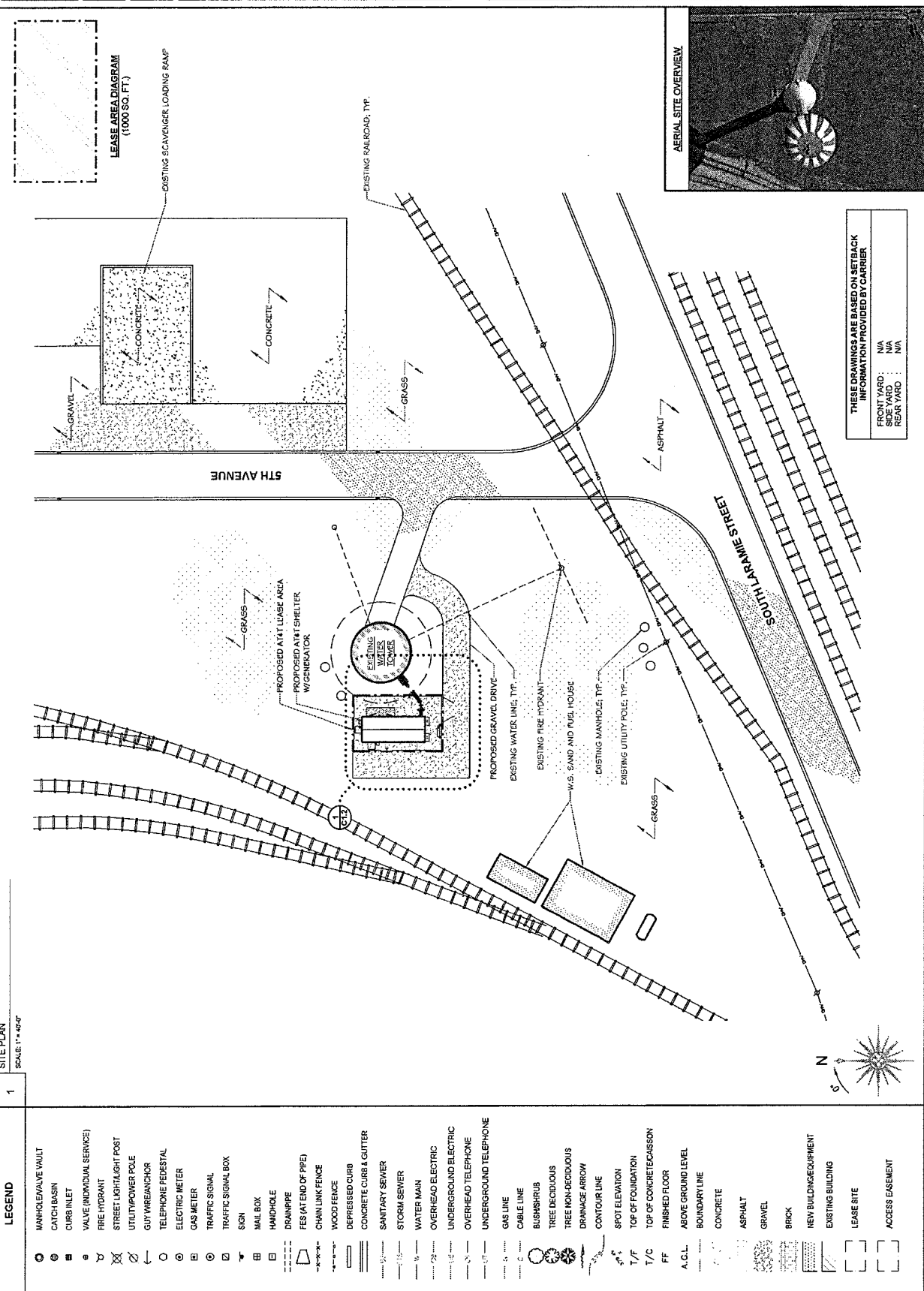
Requested, Ronald M. Hill, General Counsel, RMH:SM:vp

Recommended, David St. Pierre, Executive Director

Respectfully Submitted, Mariyana T. Spyropoulos, Chairman Committee on Real Estate Development

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment





# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0420, **Version:** 1

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON REAL ESTATE

Mr. David St. Pierre, Executive Director

Authority to issue a three-month confined space entry permit to the Village of Wheeling to install, monitor, and remove seven flow meters within the District's intercepting sewers located in Wheeling, Illinois for a sanitary sewer evaluation survey. Consideration shall be a nominal fee of \$10.00

Dear Sir:

The Village of Wheeling ("Wheeling") has requested a 3-month permit for access to certain District intercepting sewers to install seven flow meters to monitor and evaluate the flow of the Wheeling sewer system in anticipation of the District's new sanitary collection system requirements. Wheeling has agreed to share all data obtained in monitoring the intercepting sewer flow.

The District's technical departments have no objections to granting the permit provided that 24-hour unrestricted access to the District's structures and sewers is maintained. The permit will also be subject to Wheeling and its contractor signing Confined Space Entry Permits and any other conditions imposed by the technical departments.

A nominal fee of \$10.00 is recommended since Wheeling is a municipal agency and the District will receive data relevant to its corporate functions.

It is requested that the Executive Director recommend to the Board of Commissioners that it authorize the issuance of a three-month confined space entry permit to the Village of Wheeling to install, monitor, and remove seven flow meters within the District's intercepting sewers located in Wheeling, Illinois for a sanitary sewer evaluation survey. Consideration shall be a nominal fee of \$10.00.

It is also requested that the Executive Director recommend to the Board of Commissioners that it authorize and direct the Chairman of the Committee on Finance and the Clerk to execute the confined space entry permit agreement after it is approved by the General Counsel as to form and legality.

Requested, Ronald M. Hill, General Counsel, RMH:STM:BEB:vp

Requested, Catherine A. O'Connor, Director of Engineering, CAO

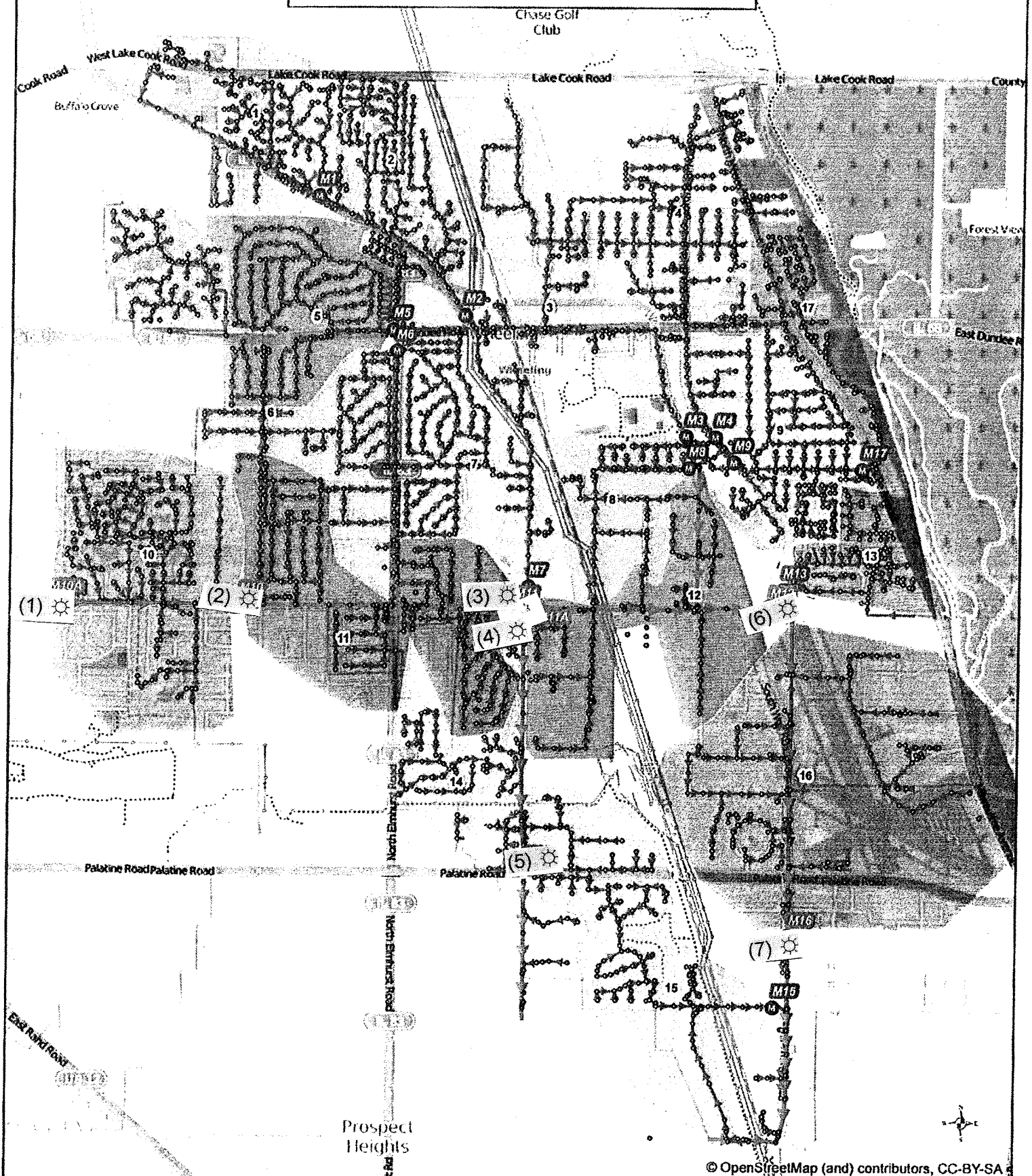
Recommended, David St. Pierre, Executive Director

Respectfully Submitted, Mariyana T. Spyropoulos Chairman, Committee on Real Estate Development

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment

# Village of Wheeling Village Wide Flow Monitoring



© OpenStreetMap (and) contributors, CC-BY-SA

**rjngroup**  
R. J. N. GROUP

● Village Proposed Flow Meters  
☀ District Proposed Flow Meters

• Sanitary Manhole  
— Sanitary Sewers

➡ MWRD Interceptor Sewer  
— Force Main

Village of Wheeling, IL  
Project Proposal  
Proposed Flow Meter Basins  
March 2014





# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0392, **Version:** 1

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON STORMWATER MANAGEMENT

Mr. David St. Pierre, Executive Director

Authority to enter an intergovernmental agreement with the Village of Hinsdale whereby the Village of Hinsdale will enforce the DuPage County Countywide Stormwater and Flood Plain Ordinance for the entire Village of Hinsdale

Dear Sir:

Authority is requested to enter an intergovernmental agreement (IGA) with the Village of Hinsdale (Village) whereby the Village will enforce the DuPage County Countywide Stormwater and Flood Plain Ordinance for the entire Village.

On April 3, 2014, the Board of Commissioners granted authority to negotiate IGAs with multi-county municipalities interested in adopting and enforcing a respective collar county's stormwater ordinance in lieu of the stormwater management provisions of the Watershed Management Ordinance (WMO) as stipulated in Article 2, Section 207 of the WMO.

The IGA will effectuate the Village's status as a multi-county municipality under the WMO. The IGA requires the Village to issue stormwater permits, conduct inspections, and maintain records. Additionally, the IGA provides the District with a mechanism to audit the Village. The District will not require a Watershed Management Permit for most development activities within the Village; however, the District will require a Watershed Management Permit for sanitary sewer construction and impacts to District-owned infrastructure.

The District received a letter of intent, dated February 24, 2014, from the Village requesting status as a multi-county municipality. The Village has adopted and currently enforces the DuPage County Countywide Stormwater and Flood Plain Ordinance. The District examined the letter of intent and determined that the Village meets the requirements contained in Article 2, Section 207 of the WMO.

It is respectfully requested that the Board of Commissioners grant authority to enter an IGA with the Village of Hinsdale whereby the Village will enforce the DuPage County Countywide Stormwater and Flood Plain Ordinance and that the Chairman of the Committee on Stormwater Management, the Executive Director and the Clerk be authorized to execute said IGA on behalf of the District upon approval by the Director of Engineering as to technical matters and by the General Counsel as to form and legality.

Future requests for authority to enter into IGAs with other multi-county municipalities for purposes of enforcing stormwater management provisions of a collar county's stormwater management ordinance will be submitted to the Board of Commissioners as requests are submitted by municipalities and after their qualifications have been evaluated by the Engineering Department.

Requested, Catherine A. O'Connor, Director of Engineering, WSS:JPM

Respectfully Submitted, Michael Alvarez, Chairman Committee on Stormwater Management

---

**File #:** 14-0392, **Version:** 1

---

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

**File #:** 14-0393, **Version:** 1

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON STORMWATER MANAGEMENT

Mr. David St. Pierre, Executive Director

Authority to enter into intergovernmental agreements with the Village of Northbrook and the Village of Niles for authorization to administer provisions of the Watershed Management Ordinance with respect to stormwater management

Dear Sir:

Authority is requested to enter into intergovernmental agreements (IGAs) with the Village of Northbrook and the Village of Niles (Villages) for authorization to administer provisions of the Watershed Management Ordinance (WMO) with respect to stormwater management.

On April 3, 2014, the Board of Commissioners granted authority to negotiate IGAs with Cook County municipalities interested in becoming authorized to administer certain stormwater management provisions of the WMO. Authorized municipalities must be qualified and meet minimum requirements contained in Article 14, Section 1402 of the WMO. The WMO allows the District to oversee authorized municipalities in their local administration of the stormwater management provisions.

The District received a letter of intent from both Villages requesting authorization. The District examined each letter of intent and determined that each Village meets the requirements for authorization contained in Article 14 of the WMO.

An IGA will effectuate each Village's status as an authorized municipality. The IGA requires each Village to issue watershed management permits, conduct inspections, and maintain records. Additionally, the IGA provides the District with a mechanism to audit each Village.

It is respectfully requested that the Board of Commissioners grant authority to enter into IGAs with the Village of Northbrook and the Village of Niles to administer provisions of the Watershed Management Ordinance with respect to stormwater management and that the Chairman of the Committee on Stormwater Management, the Executive Director and the Clerk be authorized to execute said IGAs on behalf of the District upon approval by the Director of Engineering as to technical matters and by the General Counsel as to form and legality.

Future requests for authority to enter into IGAs with other municipalities for purposes of enforcing stormwater management provisions of the WMO will be submitted to the Board of Commissioners as requests are submitted by municipalities and after their qualifications have been evaluated by the Engineering Department.

Requested, Catherine A. O'Connor, Director of Engineering, WSS:JPM

Respectfully Submitted, Michael Alvarez, Chairman Committee on Stormwater Management

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014





# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0394, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014**

#### COMMITTEE ON STORMWATER MANAGEMENT

Mr. David St. Pierre, Executive Director

Authority to approve and adopt permit fees for the Watershed Management Ordinance

Dear Sir:

The Board of Commissioners adopted the Watershed Management Ordinance (WMO) on October 3, 2013, authorized an amendment to the WMO on April 17, 2014, which will become effective on May 1, 2014. Article 3, Section 300.1 of the WMO requires the District to establish permit fees. The WMO permit fees have been developed as the lowest in comparison with the urbanized collar counties. The attached permit fee schedule will be incorporated into the WMO as Appendix F if approved and adopted by the Board of Commissioners.

Accordingly, it is respectfully requested that the Executive Director recommend to the Board of Commissioners that it approve and adopt permit fees for the Watershed Management Ordinance, which will be effective May 1, 2014.

Requested, Catherine A. O'Connor, Director of Engineering, WSS:JPM

Recommended, David St. Pierre, Executive Director

Respectfully Submitted, Michael A. Alvarez, Chairman Committee on Stormwater Management

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for May 1, 2014

Attachment

## APPENDIX F. PERMIT FEES

| TABLE 1 - WATERSHED MANAGEMENT PERMIT FEE SCHEDULE   | Total Fee \$                 |
|--|------------------------------|
| SECTION I. BASE PERMIT FEES (Does not include Section II, III, IV, and V of this form)           |                              |
| (A) Watershed Management Permit  | \$ 1,100                     |
| (B) Notification and Request For Inspection (NRI)  | \$ 250                       |
| (C) Facility Connection Authorization (within City of Chicago)                                   | \$ 1,000                     |
| (D) Permit Revision  | \$ 500                       |
| SECTION II. STORMWATER DETENTION   |                              |
| (A) Small Development - Residential $\leq 10$ acres & Non-Residential $\leq 5$ acres (Nomograph) | \$ 500                       |
| (B) Small Development - Residential $\leq 10$ acres & Non-Residential $\leq 5$ acres (Model)     | \$ 1,500                     |
| (C) Large Development - Residential $> 10$ acres & Non-Residential $> 5$ acres (Nomograph)       | \$ 1,000                     |
| (D) Large Development - Residential $> 10$ acres & Non-Residential $> 5$ acres (Model)           | \$ 3,000                     |
| SECTION III. ISOLATED WETLANDS/RIPARIAN ENVIRONMENTS   |                              |
| (A) Verification of Isolated Wetland Boundary, Classification and Buffer                         | \$ 250                       |
| (B) Isolated Wetland Impact $< 0.10$ Acre or Riparian Environment without Mitigation             | \$ 500                       |
| (C) Isolated Wetland Impact $\geq 0.10$ Acre or Riparian Environment with Mitigation Plan        | \$ 2,500                     |
| SECTION IV. SANITARY SEWER CONSTRUCTION  |                              |
| (A) Sewer Installation Fee   | \$5 Per Linear Foot of Sewer |
| (B) Lift Station and/or Forcemain (Schedule E)   | \$ 250                       |
| (C) Connection Impact Fee  |                              |
| (1) Low Density and/or Medium Density Residential (20 Units/Acre or Less)                        | \$3,750/Acre                 |
| (2) High Density Residential (21 Units/Acre or More)   | \$6,000/Acre                 |
| (3) Commercial or Industrial   | \$7,500/Acre                 |
| SECTION V. OTHER FEES  |                              |
| (A) Recordation Deposit  | \$ 500                       |
| (B) Inspections for Violations   | \$250 Per Inspection         |
| (C) Hazard Areas (Floodplain/Floodway/Riparian Environment - Schedule H)                         | \$ 250                       |
| (D) Outfalls/Direct Connections to District Facilities/Impacts to District Property (Schedule O) | \$ 250                       |
| (E) Notice of Requirements of Stormwater Detention (Schedule L)                                  | \$ 250                       |
| (F) Resubmittals   | \$ 0                         |
| (G) Variances (Filing and Review Fee)  | \$ 2,000                     |
|  |                              |

The permit fees contained in Table 1 above shall take effect on May 1, 2014.

Approved:

---

Kathleen Therese Meany  
President of the Board of Commissioners of the  
Metropolitan Water Reclamation District of  
Greater Chicago

Approved as to form and legality:

---

Lisa Luhrs Draper  
Head Assistant Attorney

---

Ronald M. Hill  
General Counsel



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0366, **Version:** 1

---

### **RESOLUTION FOR BOARD MEETING OF MAY 1, 2014**

RESOLUTION sponsored by the Board of Commissioners recognizing the 100 year anniversary of the incorporation of Schiller Park

WHEREAS, in 1881, William Kolze purchased 105 acres of land near the Des Plaines River basin and built a house which became an inn known as the White House; and

WHEREAS, Kolze became honorary mayor of the unincorporated town, which was named after him; and

WHEREAS, the area became a popular weekend spot due to its nearness to a train depot; and

WHEREAS, the Schiller Liedertafel, a German singing society, frequented the area, and the picnic groves soon adopted the name of Schiller Woods; and

WHEREAS, in 1914, the village was incorporated as Kolze; the name was changed to Schiller Park in 1926; and

WHEREAS, in 1932, Julia Kolze, daughter-in-law of William Kolze, became the first woman village president or mayor in Illinois; and

WHEREAS, the 11,000 residents of Schiller Park enjoy "a small town feel with a world at its touch," which is the motto of the village; and

WHEREAS, Schiller Park provides services to residents of all ages and is proud to host events such as "Make a Difference Day" to encourage acts of kindness, car shows, family fun days, blood and food drives, concerts in the parks and many others; and

NOW, THEREFORE, BE IT RESOLVED, that we, the Board of Commissioners of the Metropolitan Water Reclamation District of Greater Chicago, on behalf of ourselves and staff, hereby recognize the 100<sup>th</sup> anniversary of the incorporation of Schiller Park; and

BE IT FURTHER RESOLVED, that this Resolution be spread upon the permanent Record of Proceedings of the Board of Commissioners of the Metropolitan Water Reclamation District of Greater Chicago.

Dated: May 1, 2014

Approved: KATHLEEN THERESE MEANY, President; BARBARA J. MCGOWAN, Vice-President; MARIYANA T. SPYROPOULOS, Chairman, Committee on Finance; MICHAEL A. ALVAREZ; FRANK AVILA; CYNTHIA M. SANTOS; DEBRA SHORE; KARI K. STEELE; PATRICK D. THOMPSON, Commissioners of the Metropolitan

---

**File #:** 14-0366, **Version:** 1

---

Water Reclamation District of Greater Chicago

Approved as to Form and Legality: Ronald M. Hill, General Counsel



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 14-0419, **Version:** 1

---

### **RESOLUTION FOR BOARD MEETING OF MAY 1, 2014**

RESOLUTION sponsored by the Board of Commissioners congratulating employees who retired in the last year

WHEREAS, the Metropolitan Water Reclamation District of Greater Chicago is staffed by men and women of the highest caliber whose professionalism evinces an extraordinary dedication to the District's mission of protecting our water environment; and

WHEREAS, the efforts of these individuals have enabled the District to become the recognized leader in the wastewater treatment industry while making a significant contribution to the quality of life in our community; and

WHEREAS, the employees who retired in the last year have amassed centuries of invaluable service to the District; and

WHEREAS, a celebration commemorating their years of loyal service will be held in honor of the newest retirees of the District on May 10, 2014; and

NOW, THEREFORE, BE IT RESOLVED, that we, the Board of Commissioners of the Metropolitan Water Reclamation District of Greater Chicago, on behalf of ourselves and staff express our respect and appreciation to all those employees who are retiring for their years of service to the District, and extend our best wishes to these employees for a long and pleasurable retirement in which they will have the opportunity to pursue their varied interests; and

BE IT FURTHER RESOLVED, that this Resolution be spread upon the permanent Record of Proceedings of the Board of Commissioners of the Metropolitan Water Reclamation District of Greater Chicago.

Dated: May 1, 2014

Approved: KATHLEEN THERESE MEANY, President; BARBARA J. McGOWAN, Vice President; MARIYANA T. SPYROPOULOS, Chairman, Committee on Finance; MICHAEL A. ALVAREZ, FRANK AVILA, CYNTHIA M. SANTOS, DEBRA SHORE, KARI K. STEELE, PATRICK D. THOMPSON, Commissioners of the Metropolitan Water Reclamation District of Greater Chicago

Approved as to Form and Legality: Ronald M. Hill, General Counsel

Attachment

Page 1

Retirees - May 1, 2013 through April 30, 2014

| Name                 | Title                                    | Retirement Date | Years of Service |
|----------------------|--|-----------------|------------------|
| Tanya Ammons         | Maintenance Laborer Class A Shift        | 8/31/2013       | 18               |
| Virgilio Batang      | Treatment Plant Operator I (vacated)     | 12/31/2013      | 17               |
| Cynthia L. Beyer     | Police Lieutenant                        | 4/30/2014       | 32               |
| Steven Beyler        | Laboratory Technician III                | 10/31/2013      | 14               |
| Abbas Bhikapurawala  | Senior Civil Engineer                    | 4/30/2014       | 22               |
| Mary Bradley         | Associate Human Resources Analyst        | 4/30/2014       | 17               |
| Florence J. Cabay    | Principal Office Support Specialist      | 5/31/2013       | 16               |
| James Chodora        | Senior Environmental Specialist          | 4/30/2014       | 28               |
| Lia Collier-Harris   | Environmental Specialist                 | 6/30/2013       | 27               |
| James Collins        | Operating Engineer I                     | 4/30/2014       | 29               |
| Arlene De Sousa      | Administrative Assistant                 | 7/31/2013       | 14               |
| Francis L. Deignan   | Treatment Plant Operator II              | 4/30/2014       | 14               |
| David R. Francis     | Automotive Fleet Supervisor              | 8/31/2013       | 13               |
| Otis J. Fullilove    | Electrical Instrument & Testing Mechanic | 5/31/2013       | 12               |
| Nicholas Gabb        | Electrical Mechanic                      | 4/30/2014       | 27               |
| Sunny George         | Electrical Operator II                   | 4/30/2014       | 15               |
| Joseph E. Gogolak    | Electrical Operator II                   | 6/30/2013       | 12               |
| Petcelita Gonzales   | Financial Analyst                        | 4/17/2014       | 42               |
| Richard Gore         | Associate Environmental Micribiologist   | 4/30/2014       | 29               |
| Eugene J. Gremley    | Laborer Foreman                          | 12/31/2013      | 37               |
| Robert Grigg         | Principal Mechanical Engineer            | 5/31/2013       | 21               |
| Ricky Hall           | Laboratory Technician I                  | 5/31/2013       | 23               |
| Annie D. Harris      | Maintenance Laborer Class A Shift        | 4/30/2014       | 12               |
| Robert Henry         | Assistant Master Mechanic                | 4/30/2014       | 29               |
| Estelle Higgins      | Maintenance Laborer Class B              | 4/30/2014       | 24               |
| William Hopp         | Police Lieutenant                        | 4/30/2014       | 29               |
| Kenneth Humes        | Laboratory Technician I                  | 8/31/2013       | 10               |
| Russell Jackson      | Chief Powerhouse Dispatcher I            | 4/30/2014       | 24               |
| Sherry Keleghan      | Administrative Assistant                 | 10/31/2013      | 19               |
| Abdul Khalique       | Radiation Chemist                        | 6/30/2013       | 18               |
| Paul Klein           | Associate Human Resources Analyst        | 3/31/2014       | 29               |
| John W. Klos         | Machinist                                | 7/31/2013       | 11               |
| Daniel Leahy         | Principal Storekeeper                    | 12/31/2013      | 15               |
| David Love           | Maintenance Laborer Class A Shift        | 4/30/2014       | 25               |
| Eileen H. Lyman      | Administrative Specialist                | 12/31/2013      | 18               |
| Jimi Mallard         | Painter Leadman                          | 5/31/2013       | 25               |
| Korryene L. McArthur | Principal Office Support Specialist      | 5/31/2013       | 33               |
| Kevin McDevitt       | Motor Vehicle Dispatcher Supervisor      | 4/30/2014       | 25               |
| Jerome McGovern      | Principal Civil Engineer                 | 4/30/2014       | 23               |
| Lilly McMillan       | Administrative Clerk                     | 7/31/2013       | 15               |
| James L. Miller      | Electrical Mechanic                      | 9/30/2013       | 14               |

Continued

Page 2

Retirees -

May 1, 2013 through April 30, 2014

| Name                | Title                                  | Retirement Date | Years of Service |
|---------------------|--|-----------------|------------------|
| Thomas Mitchell     | Principal Storekeeper                  | 5/31/2013       | 30               |
| David D. Mraz       | Senior Electrical Engineer             | 4/30/2014       | 16               |
| James Mugavero      | Treatment Plant Operator II            | 4/30/2014       | 29               |
| Blanca Nodal        | Treatment Plant Operator I             | 4/30/2014       | 28               |
| Joseph O'Brien      | Operating Engineer I                   | 4/30/2014       | 23               |
| Martin O'Brien      | Accounting Manager                     | 11/30/2013      | 21               |
| Kevin O'Hara        | Assistant Chief Operating Engineer     | 2/28/2014       | 29               |
| George Orozco       | Fireman-Oiler                          | 4/30/2014       | 37               |
| Anthony G. Perkins  | Treatment Plant Operator II            | 4/30/2014       | 34               |
| Diane Reidy         | Associate Environmental Chemist        | 4/30/2014       | 20               |
| Robert Renaud       | Supervising Environmental Specialist   | 4/30/2014       | 29               |
| Colette Rohan       | Laboratory Technician II               | 4/30/2014       | 15               |
| Robert Rovy         | Pipefitter                             | 4/30/2014       | 20               |
| Janet Rowland       | Administrative Assistant to Comm - Sec | 5/31/2013       | 6                |
| Joseph Salerno      | Senior Environmental Specialist        | 4/30/2014       | 29               |
| John Sepsey         | Machinist                              | 4/30/2014       | 25               |
| Patrick F. Shaw     | Operating Engineer I                   | 4/30/2014       | 16               |
| Frederick Smolinski | Electrical Mechanic                    | 7/31/2013       | 22               |
| Caroloretta Tucker  | Fireman-Oiler                          | 4/30/2014       | 27               |
| Esmiro Vargas       | Carpenter Leadman                      | 3/31/2014       | 29               |
| Gary Whyte          | Laboratory Technician II               | 5/31/2013       | 24               |
| Alexander Wilczak   | Pollution Control Officer I            | 11/30/2013      | 25               |
| Terry E. Woodson    | Assistant Civil Engineer               | 2/12/2014       | 9                |

**Total 64**