



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

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Title: Issue purchase order and enter into an agreement for Contract 09-RFP-19 Professional Auditing Services, with Baker Tilly Virchow Krause, LLP, in an amount not to exceed \$223,200.00, Account 101-40000-601170 and P802-11000-798200, Requisition 1301535

Sponsors:

Indexes:

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Attachments: 1. Letter

Date	Ver.	Action By	Action	Result
4/15/2010	1	Committee of the Whole	Recommended	Pass
4/15/2010	1	Board of Commissioners	Approved	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF APRIL 15, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order and enter into an agreement for Contract 09-RFP-19 Professional Auditing Services, with Baker Tilly Virchow Krause, LLP, in an amount not to exceed \$223,200.00, Account 101-40000-601170 and P802-11000-798200, Requisition 1301535

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Baker Tilly Virchow Krause, LLP to provide required auditing services to the District and the Retiree Health Care Trust, for the fiscal year ending December 31, 2010. In addition, there will be an option to renew this agreement for each of the four subsequent years as follows: \$236,500.00 for 2011; \$245,900.00 for 2012; \$255,500.00 for 2013; and \$265,800.00 for 2014. Each renewal will be subject to Board of Commissioner approval and contingent on the approval of the District's budget for the respective year.

The Request for Proposal 09-RFP-19 was advertised on November 25, 2009. Fifty six firms were notified and twenty six firms requested proposal documents. Seven acceptable proposals were received on December 18, 2009 from KPMG LLP; McGladrey & Pullen, LLP; Baker Tilly Virchow Krause, LLP; Mitchell & Titus, LLP; Crowe Horwath, LLP; Plante & Moran, PLLC; and Clifton Gunderson LLP.

The evaluation team, comprised of staff from the Treasury, Finance, Budget and Procurement and Materials Management departments, rated each firm's proposal for technical competence and experience, understanding of project and compliance with scope of work, and cost of services. Interviews were then held with the top four rated proposers KPMG LLP; McGladrey & Pullen, LLP; Baker Tilly Virchow Krause, LLP; and Crowe Horwath, LLP and the Best and Final Offers were requested from those firms.

Baker Tilly Virchow Krause, LLP, was selected on the basis of their lowest overall cost in addition to having demonstrated a high degree of technical competence and experience.

Baker Tilly Virchow Krause, LLP, will subcontract 20% of the contract to Prado Renteria, a Minority -Owned Business Enterprise, and 10% to Benford Brown & Associates, a Women-Owned Business Enterprise and Small Business Enterprise. The Affirmative Action Section has reviewed the Agreement and concluded that Baker Tilly Virchow Krause, LLP, is in accordance with the District's Affirmative Action Policy, as indicated on the attached report.

Inasmuch as the firm of Baker Tilly Virchow Krause, LLP possesses a high degree of 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 \$223,200.00.

Funds are available in Account 101-40000-601170 and P802-11000-798200.

Requested, Jacqueline Torres, Clerk/Director of Finance, JT:mo
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 April 15, 2010

Attachment