



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 16-RFP-21 Professional Services for the Development of Phosphorus Removal Feasibility Studies for the Kirie and Egan Water Reclamation Plants with Carollo Engineers, Inc. in an amount not to exceed \$380,049.00, Account 201-50000-612430, Requisition 1432067

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Date	Ver.	Action By	Action	Result
5/18/2017	1	Board of Commissioners	Approved	Pass
5/18/2017	1	Committee of the Whole	Recommended	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 18, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement for Contract 16-RFP-21 Professional Services for the Development of Phosphorus Removal Feasibility Studies for the Kirie and Egan Water Reclamation Plants with Carollo Engineers, Inc. in an amount not to exceed \$380,049.00, Account 201-50000-612430, Requisition 1432067

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Carollo Engineers, Inc. (Carollo) to provide professional services for the development of phosphorus removal feasibility studies for the Metropolitan Water Reclamation District of Greater Chicago (District).

Professional services are required to develop phosphorus removal feasibility studies for the Kirie and Egan Water Reclamation Plants (WRPs). These studies are proposed conditions in the draft National Pollutant Discharge Elimination System (NPDES) permits for these WRPs, and obtaining these services will assist the District in moving forward to meet this condition which will likely be embodied in the final NPDES permits when issued. The engineering services will include the following tasks:

1. Conduct an evaluation of phosphorus removal optimization and easily achievable reduction
2. Conduct a feasibility study for meeting a potential future effluent limit of 1.0 mg/L, 0.5 mg/L, and 0.1 mg/L of total phosphorus

On November 2, 2016, Request for Proposal 16-RFP-21 was publically advertised. Seven hundred fourteen (714) firms were notified with thirty-four (34) requesting proposal documents. Seven (7) acceptable proposals

were received on December 2, 2016.

The proposals were reviewed and evaluated by a panel consisting of two members from the Monitoring and Research Department, three members from the Maintenance and Operations Department, one member from the Engineering Department, one member from the Law Department and one member from the Procurement and Materials Management Department. The criteria for these evaluations were outlined in Request for Proposal 16-RFP-21 and included: understanding of the project, approach to the work, cost of services, technical competence, financial stability, personnel effectiveness, compliance with insurance requirements, compliance with affirmative action, and submission of all necessary licenses and permits. Following the preliminary evaluation of proposals, it was determined that all seven (7) proposers were acceptable finalists and were interviewed on February 15 and 16, 2017. A solicitation was sent to each of the finalists on March 7, 2017, for an unqualified Best and Final Offer. The Best and Final Offers were returned to the Director of Procurement and Materials Management on March 13, 2017.

Based on the review of the proposals, the interviews, and the Best and Final Offers, the evaluation team determined that Carollo is the most suitable firm to develop the phosphorus removal feasibility studies for the Kirie and Egan WRPs. Carollo's second highest matrix score reflects the firm's experience developing phosphorus feasibility studies for large wastewater treatment plants, the team members' extensive expertise and experience, and the proposed comprehensive plan for accomplishing the required tasks. The highest matrix score for this work was received by Greeley and Hansen LLC, however that firm will be awarded a contract for completing the Phosphorus Removal Feasibility Studies for the Hanover Park and Lemont WRPs. During its review, the evaluation team determined that it is in the District's best interest to award the work outlined in 16-RFP-21 to two separate consultants to ensure that the District has access to multiple expert viewpoints regarding phosphorus removal and to allow for cross-validation of the work being performed.

The agreement for Contract 16-RFP-21 will be in effect from the date of award through December 31, 2018.

The deliverables will include technical memorandums and presentations summarizing the project tasks.

The project team will consist of a project manager, project engineers, process modeler, a phosphorus reduction panel, other support teams and two sub-consultant firms as additional resources. A total of 2,019 hours are estimated for completion of the project tasks for the Kirie and Egan WRPs.

The Diversity Section has reviewed the Proposal and has concluded that Carollo are in accordance with the District's Affirmative Action Policy.

American Infrastructure Technologies, LLC will fulfill the 20% MBE participation goal and the SBE participation goal. Environmental Design International, Inc. will satisfy the 10% WBE and SBE participation goals.

Inasmuch as the firm of Carollo possesses of 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 \$380,049.00.

Funds for 2017 expenditure, in the amount of \$266,146.00 are available in Account 201-50000-612430. The estimated expenditure for 2018 is \$113,903.00. Funds for the 2018 expenditure are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, Edward W. Podczerwinski, Acting Director of Monitoring and Research, KMB:HZ:JSG:MFM:vv/ae
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 18, 2017