



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

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Title: Issue a purchase order and enter into an agreement with Hey and Associates, Inc., for professional engineering post award services for Contract 13-370-3F, Buffalo Creek Reservoir Expansion in an amount not to exceed \$352,871.00, Account 501-50000-612450, Requisition 1488345

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Date	Ver.	Action By	Action	Result
3/15/2018	1	Board of Commissioners	Approved	Pass
3/15/2018	1	Committee of the Whole	Recommended	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF MARCH 15, 2018

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue a purchase order and enter into an agreement with Hey and Associates, Inc., for professional engineering post award services for Contract 13-370-3F, Buffalo Creek Reservoir Expansion in an amount not to exceed \$352,871.00, Account 501-50000-612450, Requisition 1488345

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Hey and Associates, Inc. (Hey) for professional engineering post award services for Contract 13-370-3F, Buffalo Creek Reservoir Expansion.

The District's agreement with Hey will consist of providing post award engineering services for the above mentioned contract, including submittal review, field visits, design support, responding to requests for information, review of change orders, coordination and support services, and as-needed engineering services.

Design of the subject contract was performed by Hey. Hey was selected by the Engineering Department to provide the needed professional engineering post award services because, as the designer, they have intimate knowledge of the specialized work to be performed under Contract 13-370-3F. Utilizing this firm maintains continuity of responsibility with one firm if problems occur during or after construction. It is cost effective and prudent to continue to work with Hey for this contract.

The total fee for the agreement is \$352,871.00.

The post award services under this agreement are scheduled to last approximately 2,557 days and are expected to be completed in February 2025. This time period accounts for two years of reservoir construction

and five years of post-construction native plant and stream monitoring and management, as required by the U.S. Army Corps of Engineers.

The deliverables to be provided under this agreement include:

- Submittal reviews
- Responses to RFIs
- Change order documentation
- Supplementary drawings
- Contractor claim review support documentation

It is estimated that approximately ten persons will be working on the contract at various times with an anticipated total of 2,109 man-hours. The estimated average consultant payroll rate for the term of the Agreement is \$52.82/hour.

Hey shall be paid an hourly rate based on the direct labor rate in effect for the year the work is performed, times an overall multiplier of 2.9921, plus reimbursable direct costs, up to a total amount not to exceed \$352,871.00. The components of the total fee for the agreement with Hey are as follows:

<u>Item</u>	<u>Fee</u>
1. Hey Fee	
A. Direct Labor Cost	\$ 81,223.89
B. Overhead and Profit	<u>\$161,806.11</u>
C. Total Labor Fee	\$243,030.00
2. Reimbursable Direct Costs	\$ 2,750.00
3. PCE Sub-Consultants	
A. Infrastructure Engineering, Inc. (MBE/SBE firm)	52,961.00
B. Interra, Inc. (MBE/SBE firm)	18,350.00
C. Upland Design, LLC. (WBE/SBE firm)	<u>35,780.00</u>
C. Total PCE Sub-Consultants	\$ 107,091.00
4. Non-PCE Sub-Consultants	\$ 0.00
Total Fee (Not to Exceed)	\$ 352,871.00

The work to be completed by the Minority-owned Business Enterprise (MBE), Small Business Enterprise (SBE), and Women-owned Business Enterprise (WBE) represents approximately 30% of the total dollar value of this agreement. Assuming the maximum cost of the agreement is reached, the MBE, SBE, and WBE firms listed will receive approximately \$107,091.00 in total compensation.

The Diversity Section has reviewed the Agreement and has concluded that Hey is in conformance with the District's Diversity Policy.

Inasmuch as the firm of Hey possess 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 without advertising, per Section 11.4 of the Purchasing Act, in an amount not to exceed \$352,871.00.

Funds for the 2018 expenditure, in the amount of \$150,000.00 are available in Account 501-50000-612450. The estimated expenditures for 2019 are \$152,871.00.00. The estimated expenditures for 2020 through 2024 are \$10,000.00 annually. Funds for future years' expenditures are contingent on the Board of Commissioners'

approval of the District's budget for those years.

Requested, Catherine A. O'Connor, Director of Engineering, WSS: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 March 15, 2018