



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 HR Green, Inc. for professional engineering services for Contract 14-258-5C Preliminary Engineering for a Flood Control Project in the vicinity of 135th Street and Central Avenue in Crestwood, Illinois, in an amount not to exceed \$399,110.85, Account 501-50000-601410, Requisition 1386471

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| Date | Ver. | Action By | Action | Result |
|------------|------|------------------------|-------------|--------|
| 10/16/2014 | 1 | Board of Commissioners | Approved | Pass |
| 10/16/2014 | 1 | Committee of the Whole | Recommended | Pass |

TRANSMITTAL LETTER FOR BOARD MEETING OF OCTOBER 16, 2014

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue a purchase order and enter into an agreement with HR Green, Inc. for professional engineering services for Contract 14-258-5C Preliminary Engineering for a Flood Control Project in the vicinity of 135th Street and Central Avenue in Crestwood, Illinois, in an amount not to exceed \$399,110.85, Account 501-50000-601410, Requisition 1386471

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with HR Green, Inc. (HR Green) for professional engineering services for Contract 14-258-5C Preliminary Engineering for a Flood Control Project in the vicinity of 135th Street and Central Avenue in Crestwood, Illinois, in an amount not to exceed \$399,110.85.

On September 19, 2013, the Board of Commissioners granted its approval to assist local communities and agencies with various projects to address flooding problems through the District's Phase II Stormwater Management program. Among the projects approved was a conceptual project submitted by the Village of Crestwood, which includes an evaluation of potential flood mitigation measures to address flooding in the vicinity of 135th Street and Central Avenue in Crestwood, Illinois.

The scope of work for the captioned project includes a detailed evaluation of potential solutions, analysis of right-of-way issues and state and federal government permit requirements, and the preparation of preliminary engineering plans for use in defining a detailed scope of work for the final design of these improvements should they prove feasible.

The time allowed for services to be performed under this agreement is 240 days from the date of the notice to proceed. There are no provisions in the agreement for extension of time except for such reasonable period as may be agreed upon between parties.

Deliverables to be provided under this agreement include:

- Preliminary Plans and Specifications
- Opinion of Probable Construction Cost based on Preliminary Plans and Specifications

Subsequent to review of the preliminary plans, the Engineering Department will make a recommendation as to the feasibility of the selected project. If determined feasible to proceed, the Engineering Department intends to recommend HR Green be retained for final design services for a Flood Control Project in the vicinity of 135th Street and Central Avenue in Crestwood, Illinois under a separate purchase order, subject to the Board of Commissioners' approval.

The Engineering Department conducted a consolidated consultant selection process to assess prospective consulting engineering firms for design of Stormwater Management Phase II projects. The following firms participated in the process:

1. American Survey and Engineering, P.C.
2. ARCADIS U.S., Inc.
3. Burns & McDonnell Engineering Co., Inc.
4. Cardno ENTRIX
5. Ciorba Group, Inc.
6. Chastain & Associates LLC
7. David Mason & Associates of Illinois, Ltd.
8. Donohue & Associates
9. Engineering Resource Associates, Inc.
10. Environmental Design International, Inc.
11. FluidClarity, Ltd.
12. Geosyntec Consultants, Inc.
13. Globetrotters Engineering Corporation
14. HR Green, Inc.
15. Infrastructure Engineering, Inc.
16. Robinson Engineering, Ltd.
17. V3 Companies of Illinois, Ltd.

While the qualifications of all of the above firms in the design of Stormwater Management Phase II projects were evaluated, the knowledge and experience exhibited by HR Green was determined to be most suitable for this project. HR Green has submitted a proposal in the amount of \$399,110.85 for professional services for Flood Control Project in the vicinity of 135th Street and Central Avenue in Crestwood, Illinois. The Engineering Department has reviewed the proposal and found it to be acceptable.

It is estimated that over 32 persons will be working on the contract at various times with an anticipated total of 2,586 man-hours. The average payroll rate will be approximately \$49.63.

HR Green 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 3.054, plus reimbursable direct costs, up to a total amount not to exceed \$399,110.85.

| <u>Item</u> | <u>Fee</u> |
|-------------------------|------------|
| 1. Prime Consultant Fee | |

| | | |
|----|---------------------------|-------------------|
| A. | Direct Labor | \$76,178.85 |
| B. | Overhead and Profit | <u>156,471.36</u> |
| C. | Total Labor Fee | \$232,650.21 |
| 2. | Reimbursable Direct Costs | \$ 7,139.56 |
| 3. | PCE Sub-Consultants | |
| A. | MBE/SBE Firms | \$79,670.47 |
| B. | WBE/SBE Firms | <u>40,485.13</u> |
| C. | Total PCE Sub-Consultants | \$120,155.60 |
| 4. | Non-PCE Sub-Consultants | \$ 39,165.48 |
| | Total Fee (Not to Exceed) | \$399,110.85 |

The firms MPR Engineering Corp., Inc. and Geo Services, Inc. are Minority-Owned Business/Small Business Enterprises (MBE/SBE). The firm Environmental Design International, Inc. is a Women-Owned Business Enterprises/Small Business Enterprise (WBE/SBE). All MBE/SBE and WBE/SBE firms will actively participate in providing services for the core elements required by the agreement.

The Diversity Section has reviewed the agreement and has concluded that the MBE/SBE and WBE/SBE firms are in accordance with the District's Affirmative Action Policy. The agreement shall be subject to the approval of the Law Department as to form and legality.

Inasmuch as the firm of HR Green, Inc. 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 without advertising, per Section 11.4 of the Purchasing Act, in an amount not to exceed \$399,110.85.

Funds are available in Account 501-50000-601410.

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 October 16, 2014