



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 14-0716, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF JULY 10, 2014**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Report on advertisement of Request for Proposal 15-RFP-03 State Legislative Consulting Services, not to exceed \$84,000.00 Account 101-15000-601170

Dear Sir:

Request for Proposal (RFP) documents have been prepared for 15-RFP-03, Perform State Legislative Consulting Services, at the request of General Administration.

The purpose of this contract is to procure the services of state legislative consultants to work with the District's state legislative liaison and staff to develop and facilitate the District's annual state legislative program.

The District's intent is to hire up to four (4) consultants for a six (6) month period at a fixed price not to exceed \$21,000. The cost for this RFP is not to exceed \$84,000.00.

A bid deposit is not required for this RFP.

Appendix A will not be included due to the scope of work performed under this RFP.

The tentative schedule for this contract is as follows:

Advertise	July 16, 2014
Proposals Received	August 15, 2014
Award	October 2, 2014
Completion	December 31, 2015

Funds are being requested in 2015 in Account 101-15000-601170 and are contingent on the Board of Commissioner's approval of the District's budget for that year.

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