



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 14-0783, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 7, 2014**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue a purchase order and enter into an agreement with Globetrotters Engineering Corporation for professional engineering services for Contract 14-371-5C Preliminary Engineering for a Flood Control Project on Willow Road at McDonald Creek Tributary A in an amount not to exceed \$398,178.09, Account 501-50000-601410, Requisition 1382818

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Globetrotters Engineering Corporation (GEC) for professional engineering services for Contract 14-371-5C Preliminary Engineering for a Flood Control Project on Willow Road at McDonald Creek Tributary A, in an amount not to exceed \$398,178.09.

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 Cook County Department of Transportation and Highways (CCDTH), which includes an evaluation of potential flood mitigation measures to address flooding across Willow Road and adjacent roadways at McDonald Creek Tributary A in Prospect Heights, 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 the contract is awarded. 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 GEC be retained for final design services for a Flood Control Project on Willow Road at McDonald Creek Tributary A 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. Fluid Clarity, 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 Globetrotters Engineering Corporation was determined to be most suitable for this project. GEC has submitted a proposal in the amount of \$398,178.09 for professional services for Preliminary Engineering for the Willow Road Flood Control Project at McDonald Creek Tributary A. The Engineering Department has reviewed the proposal and found it to be acceptable.

It is estimated that over 19 persons will be working on the contract at various times with an anticipated total of 2,906 man-hours. The average payroll rate will be approximately \$43.91.

GEC 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 3.03, plus reimbursable direct costs, up to a total amount not to exceed \$398,178.09.

<u>Item</u>	<u>Fee</u>
1. Prime Consultant Fee	
A. Direct Labor	\$88,375.87
B. Overhead and Profit	<u>179,827.22</u>
C. Total Labor Fee	\$268,203.09
2. Reimbursable Direct Costs	\$ 10,900.00
3. PCE Sub-Consultants	
A. MBE/SBE Firms	\$67,605.00
B. WBE/SBE Firms	<u>51,470.00</u>
C. Total PCE Sub-Consultants	\$119,075.00
Total Fee (Not to Exceed)	\$398,178.09

The firms Globetrotters Engineering Corporation and FluidClarity Ltd. are Minority-Owned Business

Enterprises/Small Business Enterprises (MBE/SBE). The firms Huff & Huff, Inc. and O'Brien and Associates, Inc. are Women-Owned Business Enterprises/Small Business Enterprises (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 Globetrotters Engineering Corporation 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 \$398,178.09.

Funds for the 2014 expenditure, in the amount of \$211,000.00, are available in Account 501-50000-601410. The expected expenditure for 2015 is \$187,178.09 and is contingent on the Board of Commissioners' approval of the District's budget for 2015.

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 August 7, 2014