



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 14-1407, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 4, 2014**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue a purchase order and enter into an agreement with J.F. New & Associates, Inc. for professional engineering services for Contract 14-063-5C, Stormwater Master Plan for the Village of Harwood Heights, in an amount not to exceed \$689,692.47, Account 501-50000-601410, Requisition 1389234

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with J.F. New & Associates, Inc. (Cardno) for professional engineering services for Contract 14-063-5C, Stormwater Master Plan for the Village of Harwood Heights, in an amount not to exceed \$689,692.47

The goal of this study is to identify solutions to 100-year flooding of structures and basement backups within the Village of Harwood Heights which involve green and gray infrastructure located in publicly and privately owned properties. To achieve this goal, it will be necessary to demonstrate to the general public that no agency alone can solve the flooding woes plaguing our region. Through extensive public outreach and education, Cardno and the District will work to educate the public as to the magnitude of the flooding issues faced by our region. The location for this study was recommended by the West Central Municipal Conference.

The services to be performed under this agreement are to be completed by December 31, 2015. 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 will include:

- Final Report
- Opinion of Probable Cost

The Engineering Department conducted a consolidated consultant selection process to assess prospective consulting engineering firms to develop stormwater master plans. The following firms participated in the process:

1. American Surveying and Engineering, P.C.
2. ARCADIS U.S., Inc.
3. Burns & McDonnell Engineering Co., Inc.
4. J.F. New & Associates, Inc.
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 were evaluated, the knowledge and experience exhibited by Cardno was determined to be most suitable for this project. Cardno has submitted a proposal in the amount of \$689,692.47 for professional services for Contract 14-063-5C, Stormwater Master Plan for Harwood Heights. The Engineering Department has reviewed the proposal and found it to be acceptable.

It is estimated that over 12 persons will be working on the contract at various times with an anticipated total of 5,107 man-hours. The average payroll rate will be approximately \$43.54.

Cardno 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 3.102, plus reimbursable direct costs, up to a total amount not to exceed \$689,692.47.

<u>Item</u>	<u>Fee</u>
1. Prime Consultant Fee	
A. Direct Labor	\$ 47,484.00
B. Overhead and Profit	<u>99,811.37</u>
C. Total Labor Fee	\$147,295.37
2. Reimbursable Direct Costs	\$ 0.00
3. PCE Sub-Consultants	
A. MBE/SBE Firms	\$385,524.02
B. WBE/SBE Firms	<u>94,589.83</u>
C. Total PCE Sub-Consultants	\$480,113.85
4. Non-PCE Sub-Consultants	\$ 62,283.25
Total Fee (Not to Exceed)	\$689,692.47

The firm M3 Engineering Group is a Women-Owned Business Enterprise (WBE), and a Minority-Owned Business Enterprise (MBE). The firm Metro Strategies, Inc. is a WBE firm. All MBE/WBE firms will actively participate in providing services for the core elements required by the agreement.

The Diversity Section 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 Cardno 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 \$689,692.47.

Funds are being requested in 2015 in Account 501-50000-601410, and are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, Catherine A. O'Connor, Director of Engineering, WSS:JPM:JJY

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 December 4, 2014