



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 15-0345, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF APRIL 9, 2015**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Report on advertisement of Request for Proposal 15-RFP-14 eLearning Courses for Return-to-Work Program for a One-Year Period, with an option to extend for an additional year, in an amount not to exceed \$20,000.00, Account 101-25000-612820, Requisition 1396181

Dear Sir:

Request for Proposal documents have been prepared for eLearning Courses for Return-to-Work Program at the request of the Human Resources Department. The anticipated start date for this contract is July 9, 2015 and expiring on July 8, 2016, with an option for a one-year extension to expire on July 8, 2017.

The purpose of this contract is to select a qualified vendor who can provide eLearning courses in the area of industrial operations and maintenance. The courses will be integrated into the District's Return-to-Work Program and will provide the trades and labor workforce with relevant eLearning. Currently, only business-related courses are offered through Skillsoft, the District's eLearning provider.

The estimated cost for this request for proposal is \$20,000.00.

Appendix A will not be included in this RFP because the estimate is less than the minimum threshold established by Section 4 of the Affirmative Action Interim Ordinance.

There is no bid deposit for this request for proposal.

The tentative schedule for this contract is as follows:

Advertise April 15, 2015

Proposal due May 15, 2015

Award July 9, 2015

Completion July 8, 2016

Funds for 2015 are available in Account 101-25000-612820.

Requested, Denice E. Korcal, Director of Human Resources, DEK:SOM

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management