



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 17-0500, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 18, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Report on advertisement of Request for Proposal 17-RFP-28 Fleet Vehicle Maintenance Management Services for a 36-Month Period, estimated cost \$1,440,000.00, Accounts 101-15000-612860 and 612080, Requisition 1461193

Dear Sir:

Request for Proposal (RFP) documents have been prepared for Fleet Vehicle Maintenance Management Services for a 36-Month Period, at the request of General Administration. The contract begins November 1, 2017.

The purpose of this contract is to provide fleet vehicle maintenance management services.

The estimated cost for this RFP is \$1,440,000.00. The estimated 2017, 2018, 2019 and 2020 expenditures are \$65,000.00, \$480,000.00, \$480,000.00, and \$415,000.00 respectively.

A bid deposit is not required for this RFP.

Appendix A will be included in this RFP. The type of work to be performed under this contract is within the professional services category for establishing Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE) and/or Small Business Enterprises (SBE) goals. The MBE, WBE and/or SBE goals for this contract are: twenty (20) percent MBE, ten (10) percent WBE, and ten (10) percent SBE.

The tentative schedule for this contract is as follows:

Advertise	May 31, 2017
Proposals Received	June 23, 2017
Award	September 29, 2017
Completion	October 31, 2020

Funds for the 2017 budget year are available in Accounts 101-15000-612860 and 612080. Funds are being requested in budget years 2018, 2019, and 2020 and are contingent on the Board of Commissioners approval of the District's budget for those years.

Requested, Eileen M. McElligott, Administrative Services Officer, EMcE:SKL:BTS
Respectfully Submitted, Darlene A. LoCascio, Director of Procurement and Materials Management