



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-0505, **Version:** 1

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### **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-26 Vision Plan Administrator, effective January 1, 2018 to December 31, 2020, Account 101-25000-601250

Dear Sir:

Request for Proposal documents have been prepared for a Vision Plan Administrator at the request of the Human Resources Department.

The purpose of this contract is to select an administrator for the District's vision care insurance plan for employees. The services are currently provided by Vision Services Plan (VSP). The current contract expires December 31, 2017.

No bid deposit is required for this request for proposal.

Appendix A will be included with this request for proposal. The Affirmative Action Goals will be 20% Minority Business Enterprises (MBE), 10% Women Business Enterprises (WBE) and 10% Small Business Enterprises (SBE).

The tentative schedule for this contract is as follows:

Advertise	June 7, 2017
Proposals Received	July 7, 2017
Award	October 5, 2017
Completion	December 31, 2020

Funds for years 2018, 2019 and 2020 are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Beverly K. Sanders, Director of Human Resources, BKS:JEF

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