



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 18, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order to enter into an agreement for Contract 16-RFP-21 Professional Services for the Development of Phosphorus Removal Feasibility Studies for the Hanover Park and Lemont Water Reclamation Plants with Greeley and Hansen LLC in an amount not to exceed \$476,734.00, Account 201-50000-612430, Requisition 1464038

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Greeley and Hansen LLC (Greeley and Hansen) to provide professional services for the development of phosphorus removal feasibility studies for the Metropolitan Water Reclamation District of Greater Chicago (District).

Professional services are required to develop phosphorus removal feasibility studies for the Hanover Park and Lemont Water Reclamation Plants (WRPs). These studies are proposed conditions in the draft National Pollutant Discharge Elimination System (NPDES) permits for these WRPs, and obtaining these services will assist the District in moving forward to meet this condition, which will likely be embodied in the final NPDES permits when issued. The engineering services will include the following tasks:

1. Conduct an evaluation of phosphorus removal optimization and easily achievable reduction
2. Conduct a feasibility study for meeting a potential future effluent limit of 1.0 mg/L, 0.5 mg/L, and 0.1 mg/L of total phosphorus

On November 2, 2016, Request for Proposal 16-RFP-21 was publically advertised. Seven hundred fourteen (714) firms were notified with thirty-four (34) requesting proposal documents. Seven (7) acceptable proposals were received on December 2, 2016.

The proposals were reviewed and evaluated by a panel consisting of two members from the Monitoring and Research Department, three members from the Maintenance and Operations Department, one member from the Engineering Department, one member from the Law Department and one member from the Procurement and Materials Management Department. The criteria for these evaluations were outlined in Request for Proposal 16-RFP-21 and included: understanding of the project, approach to the work, cost of services, technical competence, financial stability, personnel effectiveness, compliance with insurance requirements, compliance with affirmative action, and submission of all necessary licenses and permits. Following the preliminary evaluation of proposals, it was determined that all seven (7) proposers were acceptable finalists and were interviewed on February 15 and 16, 2017. A solicitation was sent to each of the finalists on March 7, 2017, for an unqualified Best and Final Offer. The Best and Final Offers were returned to the Director of Procurement and Materials Management on March 13, 2017.

Based on the review of the proposals, the interviews, and the Best and Final Offers, the evaluation team determined that Greeley and Hansen is the most qualified firm to develop the phosphorus removal feasibility

studies for the Hanover Park and Lemont WRPs. Greeley and Hansen's highest matrix score reflects the firm's experience developing phosphorus feasibility studies for large wastewater treatment plants, the team members' extensive expertise and experience, and the proposed comprehensive plan for accomplishing the required tasks. During its review, the evaluation team also determined that it is in the District's best interest to award the work outlined in 16-RFP-21 to two separate consultants to ensure that the District has access to multiple expert viewpoints regarding phosphorus removal and to allow for cross-validation of the work being performed.

The agreement for Contract 16-RFP-21 will be in effect from the date of award through December 31, 2018.

The deliverables will include technical memorandums and presentations summarizing the project tasks.

The project team will consist of a project manager, project engineers, a process modeler, nutrient/process specialists, other support teams and two sub-consultant firms as additional resources. A total of 3,108 hours are estimated for completion of the project tasks for the Hanover Park and Lemont WRPs.

The Diversity Section has reviewed the Proposal and has concluded that Greeley and Hansen are in accordance with the District's Affirmative Action Policy. SPAAN Tech, Inc. will fulfill the 20% MBE and SBE participation goals and Cotter Consulting, Inc. will satisfy the 10% WBE and SBE participation goals.

Inasmuch as the firm of Greeley and Hansen possesses of 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 per Section 11.4 of the Purchasing Act, in an amount not to exceed \$476,734.00.

Funds for 2017 expenditure, in the amount of \$333,854.00 are available in Account 201-50000-612430. The estimated expenditure for 2018 is \$142,880.00. Funds for the 2018 expenditure are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, Edward W. Podczerwinski, Acting Director of Monitoring and Research,
EWP:KMB:HZ:JSG:MFM:vv/ae

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 May 18, 2017