



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-0533, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JUNE 7, 2018

COMMITTEE ON PROCUREMENT

Mr. John P. Murray, Acting Executive Director

Issue a purchase order and enter into an agreement with Geosyntec Consultants, Inc., for professional engineering post award services Contract 14-113-5F, Stormwater Retrofits for Real Time Controls and Rainwater Harvesting System at Dearborn Homes in an amount not to exceed \$33,584.00, Account 501-50000-612450, Requisition 1490750

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Geosyntec Consultants, Inc. (Geosyntec), for professional engineering post award services for Contract 14-113-5F, Stormwater Retrofits for Real Time Controls and Rainwater Harvesting System at Dearborn Homes.

The District's agreement with Geosyntec will consist of providing post award engineering services, including submittal review, field visits, design support, responding to requests for information, review of change orders, coordination and support services, and as-needed engineering services.

Geosyntec was selected by the Engineering Department to provide the needed professional engineering post award services because, as the designer of the subject project, they have intimate knowledge of the specialized work to be performed under Contract 14-113-5F. Utilizing this firm maintains continuity of responsibility with one firm if problems occur during construction. It is prudent to continue to work with Geosyntec for this contract, rather than initiate a new consultant selection process.

The total fee for the agreement is \$33,584.00.

The post award services under this agreement are scheduled to last approximately 240 days and are expected to be completed in December 2018.

The deliverables to be provided under this agreement include:

- Submittal reviews
- Responses to RFIs
- Change order documentation
- Contractor claim review support documentation

It is estimated that approximately ten persons will be working on the contract at various times with an anticipated total of 263 man-hours. The estimated average consultant payroll rate for the term of the agreement is \$46.24/hour.

Geosyntec shall be paid an hourly rate based on the direct labor rate in effect for the year the work is performed, plus reimbursable direct costs, up to a total amount not to exceed \$33,584.00. The components of

the total fee for the agreement with Geosyntec are as follows:

<u>Item</u>	<u>Fee</u>
1. Geosyntec Fee	
A. Direct Labor	\$ 1,420.00
B. Overhead and Profit	\$ <u>19,414.00</u>
C. Total Labor Fee	\$ 30,834.00
2. Reimbursable Direct Costs	\$ 750.00
3. Sub-Consultants	\$ 2,000.00
Total Fee (Not to Exceed)	\$ 33,584.00

Inasmuch as the firm of Geosyntec 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 \$33,584.00.

Funds are available in Account 501-50000-612450.

Requested, Catherine A. O'Connor, Director of Engineering, WSS:JK
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 June 7, 2018