



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-0670, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JULY 12, 2018

COMMITTEE ON PROCUREMENT

Mr. John P. Murray, Acting Executive Director

Issue a purchase order and enter into an agreement with Stantec Consulting Services, Inc., for professional engineering post award services for Contract 13-248-5F Streambank Stabilization on Melvina Ditch, in an amount not to exceed \$312,944.44, Account 501-50000-612450, Requisition 1497575

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Stantec Consulting Services, Inc. (Stantec) for professional engineering post award services for Contract 13-248-5F Streambank Stabilization on Melvina Ditch. Stantec, Inc. acquired MWH Americas, Inc. in 2016, which had performed the design of the subject project for the District under a prior professional Services agreement authorized by the Board of Commissioners on August 29, 2013.

The District's agreement with Stantec will consist of providing post award engineering services for the above mentioned contract, including submittal reviews, field visits, design support, responding to requests for information, review of change orders, coordination and support services, and as-needed consulting services. The Engineering Department and Stantec have performed a thorough review of the work anticipated for this project and have arrived at a limited post-award scope of work that utilizes Stantec's engineering expertise and that accounts for all the work in-house District staff can perform.

Significant efforts were performed during the project's design to accommodate changes requested by landowners throughout the property easement negotiations. This work included multiple additional iterations to the design drawing submittal, updates to the easement plats, and associated revisions to the contract documents. Due to this additional effort, the District incurred additional consultant engineering fees which used up the hours that were allocated to bid phase support services under the final design contract. Hours for bid phase support services during the anticipated contract bidding in Fall 2018 have been included in this post award agreement as a result.

Design of the subject contract was performed by Stantec. Stantec was selected by the Engineering Department to provide the needed professional engineering post award services because, as the designer, they have intimate knowledge of the specialized work to be performed under Contract 13-248-5F. Utilizing this firm maintains continuity of responsibility with one firm if problems occur during or after construction. It is prudent to continue to work with Stantec for this contract, rather than initiate a new consultant selection process.

The total fee for the agreement is \$312,944.44.

The post award services under this agreement are scheduled to last approximately 820 days and are expected to be completed in September 2020.

The deliverables to be provided under this agreement include:

- Final design documentation
- Permit renewal documentation
- Submittal reviews
- Responses to RFIs
- Change order documentation
- Supplementary drawings
- Contractor claim review support documentation

It is estimated that approximately fourteen persons will be working on the contract at various times with an anticipated total of 2,000 man-hours. The estimated average consultant payroll rate for the term of the Agreement is \$52.29/hour.

Stantec 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 \$312,944.44. The components of the total fee for the agreement with Stantec are as follows:

| <u>Item</u> | <u>Fee</u> |
|---|---------------|
| 1. Stantec Fee | |
| A. Direct Labor | \$ 72,985.76 |
| B. Overhead and Profit | \$ 143,781.95 |
| C. Total Labor Fee | \$ 216,767.71 |
| 2. Reimbursable Direct Costs | \$ 2,300.00 |
| 3. PCE Sub-Consultants | |
| A. Altamanu Inc. (WBE/SBE firm) | 29,501.01 |
| B. Environmental Design International Inc. (MBE/SBE firm) | 62,575.73 |
| C. Best Imaging Solutions, Inc. (WBE/SBE firm) | 1,800.00 |
| D. Total PCE Sub-Consultants | \$ 93,876.74 |
| Total Fee (Not to Exceed) | \$ 312,944.44 |

The work to be completed by the Minority (MBE), Small (SBE), and Women (WBE) Enterprises represents approximately 30 percent of the total dollar value of this agreement. Assuming the maximum cost of the agreement is reached, the MBE, SBE, and WBE firms listed will receive approximately \$93,876.74 in total compensation.

The Diversity Section has reviewed the agreement and has concluded that Stantec, Inc. is in accordance with the District's Affirmative Action Policy.

Inasmuch as the firm of Stantec 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 \$312,944.44.

Funds for the 2018 expenditure, in the amount of \$150,000.00 are available in Account 501-50000-612450. The estimated expenditures for 2019 is \$102,944.44 and 2020 is \$60,000.00. Funds for the 2019 and 2020 expenditures are contingent on the Board of Commissioners' approval of the District budget for those years.

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 July 12, 2018