



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 JULY 11, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order and enter into an agreement with Michael Baker International, Inc., for Contract 18-RFP-23 Professional Engineering Services to Conduct Preliminary Engineering for Contract 18-250-5F Stony Creek Flood Control Improvements in an amount not to exceed \$249,510.00, Account 501-50000-612440, Requisition 1506158

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Michael Baker International, Inc. for professional engineering services to conduct preliminary engineering for Contract 18-250-5F, Stony Creek Flood Control Improvements.

The purpose of this contract is to investigate and develop feasible alternatives to address flooding in Oak Lawn. The scope of work includes a review of existing flooding problems, evaluation of alternatives, and preliminary design of a preferred alternative. Michael Baker International, Inc. will perform the following tasks:

1. Data Collection and Existing Conditions Review
2. Alternatives Evaluation
3. Preliminary Design of Recommended Alternative
4. On-Call Services

On November 15, 2018, the Board of Commissioners authorized the Request for Proposal 18-RFP-23, Professional Services to Conduct Preliminary Engineering for a Flood Control Project in Oak Lawn.

On November 28, 2018, Request for Proposal 18-RFP-23 was publically advertised. Sixteen (16) acceptable proposals were received on January 18, 2019.

The Proposals were reviewed and evaluated by a panel consisting of four members from the Engineering Department, one member from the Maintenance and Operations Department, and one member from the Procurement and Materials Management Department. The criteria for these evaluations were outlined in Request for Proposal 18-RFP-23 and included: understanding of the project, approach to the work, experience, team effectiveness, cost of services, compliance with insurance requirements, compliance with affirmative action and submission of all necessary licenses. Following the preliminary evaluation of proposals, the top four (4) proposers were determined to be finalists and were interviewed between April 8 and April 11, 2019. A solicitation was sent to each of the finalists on April 19, 2019, for an unqualified "Best and Final" offer. The "Best and Final" offers were returned to the Director of Procurement and Materials Management on April 26, 2019.

Based on the review of the proposals, the interviews and the Best and Final Offers, the evaluation team determined that Michael Baker International, Inc. is the most suitable firm to address existing flooding

problems in Oak Lawn. Michael Baker International, Inc.'s highest matrix score reflect the firm's extensive expertise and experience and proposed comprehensive plan for accomplishing the required tasks.

The anticipated service period will begin upon the award of the purchase order and continue for 548 Days.

The deliverables will include technical memorandums, preliminary design and cost estimate.

The project team will consist of a project manager, design support staff and four sub-consultants firms as additional resources. A total of 1,879 Hours are estimate for completion of the project tasks for this work.

Michael Baker International, Inc. is registered to transact business and is in good standing with the State of Illinois.

The firms DB Sterlin Consultants, Inc., Kabbes Engineering, Inc., and Wang Engineering, Inc. are Minority-Owned Business Enterprises/Small Business Enterprises (MBE/SBE). The firm Terry Guen Design Associates, Inc. is a Women-Owned Business Enterprises/Small Business Enterprises (WBE/SBE). All MBE/SBE and WBE/SBE firms will actively participate in providing services for the core elements required by the agreement. The Affirmative action goals for this professional services agreement are 20 percent for MBE, 10 percent for WBE, and 10 percent for SBE.

According to the MBE/WBE/SBE commitment forms, Michael Baker International, Inc., commits to 23% MBE/SBE, and 10% WBE/SBE. The Diversity Section has reviewed the agreement and has concluded that the MBE/SBE and WBE/SBE firms are in accordance with the District's Affirmative Action Policy. The agreement shall be subject to the approval of the Law Department as to form and legality.

Inasmuch as the firm of Michael Baker International, Inc. 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 per Section 11.4 of the Purchasing Act, in an amount not to exceed \$249,510.00.

Funds for the 2019 expenditure, in the amount of \$40,000.00, are available in Account 501-50000-612440. The estimated expenditure for 2020 is \$209,510.00. Funds for the 2020 expenditure are contingent on the Board of Commissioners' approval of the District's budget for that year.

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 July 11, 2019