



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 20-0708, Version: 1

TRANSMITTAL LETTER FOR THE BOARD MEETING OF SEPTEMBER 17, 2020

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order and enter into agreement with Colette Holt & Associates to conduct the District's Affirmative Action Ordinance Disparity Study in an amount not to exceed \$341,765.00, Account 101-15000-612430, Requisition 1530073 (*Deferred from the September 3, 2020 Board Meeting*)

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Colette Holt & Associates to perform an update of the District's Affirmative Action Ordinance Disparity Study done in 2015 in an amount not to exceed \$341,765.00.

Colette Holt & Associates performed a disparity study for the District that was completed in May 2015, the findings of which were adopted by the District on June 4, 2015. The purpose of that study was to determine whether a statistical disparity exists in awarding and utilizing minority-owned and women-owned business enterprises on District construction and construction-related and professional services contracts. Further, the study was performed to ensure that the District maintains a defensible Affirmative Action Program that meets all legal and regulatory requirements. Lastly, the study made certain recommendations to update the program, one of which was to perform a review of the District's program in five to six years. On June 4, 2015, the Board adopted a sunset date for the Affirmative Action Ordinance, Revised Appendix D, of June 4, 2020. Thereafter, on May 21, 2020, the Board adopted a revised sunset date of December 31, 2021.

To ensure that its Affirmative Action Program remains legally defensible the District needs to update its current disparity study prior to the sunset date. The consulting firm of Colette Holt & Associates ("CHA") is a nationally recognized expert in conducting disparity studies. In addition to performing the District's most recent Disparity Study, CHA has performed disparity studies for most of the state and local government agencies in the Cook County area. At present, CHA is conducting disparity studies for the City of Chicago and Cook County. As a result, CHA would be able to share applicable data and evidence gathered during those studies to use in the District's study. This unique situation would result in a time and cost savings to the District. Additionally, CHA has the knowledge and expertise to counsel the District on expansion of the District's Affirmative Action Program and other diversity initiatives.

Authorization to enter into an agreement with CHA is requested because the firm is the only vendor with the requisite knowledge, expertise and experience required to provide the requested services as economically and efficiently as possible. The firm has a high degree of professional skill; intimate knowledge of the District's procurement process, Affirmative Action Ordinance, Revised Appendix D as well as the District's diversity policies and initiatives; and access to current data and anecdotal evidence compiled by other similarly situated government agencies in the District's marketplace.

CHA is a woman and minority-owned small business that will satisfy the MBE portion of the goal attainment and will utilize, Sandi Llano Consulting, a woman-owned small business, to satisfy the WBE portion of the goal

attainment.

It is requested that the Director of Procurement and Materials Management be authorized to issue a purchase order and enter into an agreement under Section 11.4 of the District's Purchasing Act to Colette Holt & Associates, in an amount not to exceed \$341,765.00

Funds for the 2020 expenditure, in the amount of \$70,000.00, are available in Account 101-15000-612430 The estimated expenditure for 2021 is \$271,765.00. Funds for the 2021 expenditure are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested by Regina Berry, Diversity Administrator, RDB:MTC

Recommended, Darlene LoCascio, Director of Procurement and Materials Management

Respectfully Submitted, Barbara J. McGowan, Chair Committee on Procurement

Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for September 17, 2020