



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-0715, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JUNE 17, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order and enter into an agreement with Buck Consultants, LLC to provide Multi-Year Benefits Consulting Services for a three-year period, effective July 1, 2010, in an amount not to exceed \$185,000.00 (10-RFP-03), Account No. 101-25000-601170, Requisition 1306420

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Buck Consultants to provide benefits consulting services for a three-year period, effective July 1, 2010 through June 30, 2013.

On March 3, 2010, Request for Proposal No. 10-RFP-03, entitled Multi-Year Benefits Consulting Services, was publicly advertised. Sixty-three (63) firms were notified, and seventeen (17) firms requested proposal documents. On April 2, 2010, the District received seven (7) responsive proposals from the following vendors: AON Consulting, Inc., Buck Consultants, LLC, Forest Financial Group, Inc., Hay Group, Inc., LECG, Inc., Mesirow Insurance Services, Inc., and The Segal Company, Inc.

The proposals were evaluated by staff from the Human Resources Department and the Procurement and Materials Management Department. The criteria for these evaluations were outlined in Request for Proposal No. 10-RFP-03 and included: understanding of the project, approach to work, technical competence, financial stability, personnel effectiveness, compliance with insurance requirements, submission of licenses/permits, and affirmative action. Following the preliminary evaluation of proposals, excluding cost, five (5) proposers were deemed to be finalists, and were interviewed on May 4, 2010 and May 5, 2010. Proposals received from Forest Financial Group, Inc. and Mesirow Insurance Services, Inc. did not fully address all projects outlined in the scope of work of the request for proposal and were deemed non-responsive. A solicitation was sent to each finalist on May 12, 2010 for an unqualified "best and final" offer. The "best and final" offers were returned to the Director of Procurement and Materials Management on May 19, 2010.

Based on the evaluation of proposals and interviews, it is recommended that a purchase order be awarded to Buck Consultants, LLC. Buck Consultants, LLC and The Segal Company, Inc. tied with the highest scores among the proposers. Therefore, using cost as the determining factor, Buck Consultants, LLC is the selected vendor. The experience of Buck Consultants, LLC is a good fit for the District, and will enable the District to address significant health care reform compliance issues. Buck Consultants, LLC will also conduct actuarial attestation for the retiree drug subsidy program, provide collective bargaining support services during negotiations, assist in the vendor selection process for various insurance programs, and conduct regulatory audits.

Buck Consultants LLC has committed to a good faith effort to comply with Appendix A, Minority, Small, and Women's Business Requirements. It has committed to a total of 10% WBE participation with Prado & Reteria, CPAs. This firm will provide data management services.

The Affirmative Action Section has reviewed the agreement and has concluded that Buck Consultants, LLC is in compliance with the District's Affirmative Action Policy.

In view of the foregoing, it is requested that the Director of Procurement and Materials Management be authorized to issue a purchase order and enter into an agreement with Buck Consultants, LLC for the professional services required, in an amount not to exceed \$185,000.00. Funds are available in Account 101-25000-601170.

Requested, Denice E. Korcal, Acting Director of Human Resources, DEK:SOM

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

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

Disposition of this agenda will be documented in the Official Regular Board Meeting Minutes of the Board of Commissioners for June 17, 2010