



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 10-0906, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 12, 2010**

#### COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order and enter into an agreement with Rubinos & Mesia Engineers, Inc. for professional engineering and architectural services for Contract 09-872-3D Civil, Structural and Architectural Engineering Consulting Services, in an amount not to exceed \$3,000,000.00, Account 401-50000-601420, Requisition 1309191

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Rubinos & Mesia Engineers, Inc. (RME) for professional engineering and architectural services for Contract 09-872-3D Civil, Structural and Architectural Engineering Consulting Services for a three-year period on an as-needed basis.

The purpose of the services is to augment District staff at a time when such services are required for specialized design or inspection or when additional staff is necessary to maintain a critical project schedule, or to help reduce a backlog of assignments.

Requests for Statements of Qualifications (SOQs) were sent to seven firms, and six of these firms responded to the requests. On June 30, 2010, after review of the SOQs, two firms were short listed and interviewed by the Selection Advisory Committee. The two firms interviewed were RME and Klein & Hoffman, Inc.

Based on a review of the qualification packages and the results of interviews, both firms are equally qualified and have a strong background in performing District projects. Klein & Hoffman, Inc. has provided these services to the District for the last six years to the satisfaction of the Engineering Department. RME, a Minority Business Enterprise (MBE) and a Small Business Enterprise (SBE), has worked on District projects as a sub-consultant for the last 20 years.

In order to distribute work to various consulting firms, and since Klein & Hoffman has been providing these services, the Selection Advisory Committee recommended the Engineering Department enter into negotiations with the firm of RME.

The total fee for the agreement is \$3,000,000.00. This fee will be distributed over a three-year period on an as-needed basis.

The date for the completion of work is September 15, 2013. There are no provisions in the agreement for an extension of time, except for a reasonable period of time that may be agreed upon between parties.

Once the agreement is executed, individual task orders will be issued to RME, that define the scope of work, estimated labor hours to complete the work, and a required completion schedule. The consultant will be paid an hourly rate based on the direct labor rate times an overall multiplier of 2.60, plus reimbursable direct costs, up to a total amount not to exceed \$3,000,000.00.

The components of the total fee are as follows:

<u>ITEM:</u>	<u>FEE:</u>
1. Direct Labor Costs - Rubinos & Mesia Engineers, Inc. (MBE/SBE)	
A. Labor Cost	1,030,000.00
B. Overhead and Profit	<u>1,648,000.00</u>
C. Total Labor Fee	\$2,678,000.00
2. Reimbursable Direct Costs	22,000.00
3. Sub-Consultant	
A. WBE firms	<u>300,000.00</u>
TOTAL FEE (Not to Exceed)	\$3,000,000.00

RME is a Minority-Owned Business Enterprises (MBE)/Small Business Enterprises (SBE). The firms Environmental Design International, Inc., Cornerstone Construction Services, Inc., O'Brien & Associates, AltusWorks, Inc., and McGuire Igleski & Associates, Inc. are Women-Owned Business Enterprises (WBE) and will participate in core elements of the work in accordance with their areas of expertise. RME will receive reimbursement on the basis of direct labor costs actually expended with an allowance for recovery of related indirect costs, profit, reimbursable direct costs, and any other relevant costs as applicable.

The Affirmative Action Section has reviewed the agreement and has concluded that RME is in accord with the District's Affirmative Action Policy.

Inasmuch as the firm Rubinos & Mesia Engineers, Inc. and Mr. Farhad Rezai, SE and PE, of that firm possess 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 \$3,000,000.00.

Funds are available in Account 401-50000-601420.

Requested, Kenneth A. Kits, Director of Engineering, TEK:JKK  
Recommended, Darlene A. LoCascio, Director of Procurement & Materials Management  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Purchasing  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for August 12, 2010