



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-1478, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 2, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order and enter into an agreement with the Carmen Group, Inc., for Professional Services associated with Federal Programs, in an amount not to exceed \$522,000.00, Account 101-15000-601170, Requisition 1315922

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with the Carmen Group, Inc. (Carmen) for providing professional services associated with federal programs and activities during 2011.

Carmen has served the District continuously since 1975 to provide services associated with obtaining federal funds for District programs.

These District programs have included:

- TARP Phase I tunnels
- McCook and Thornton Reservoirs
- Earmarking Wastewater Appropriations

Liaison and Coordination activities by Carmen include contacts with:

- Federal legislators and their staffs
- U.S. Army Corps of Engineers (Corps)
- Office of Management and Budget
- U.S. Environmental Protection Agency (EPA)
- Natural Resources Conservation Service

Additional activities by Carmen specific to 2011:

- Work in conjunction with District staff on the Thornton Reservoir Section 211 reimbursement budget recommendation with Corps of Engineers which will require Carmen Group professionals' high-level, hands-on, involvement at the Corps' District, Division, Headquarters, and the Assistant Secretary of the Army's level, as well as with the Office of Management and Budget (OMB).
- Work with the United States Department of Agriculture (USDA) and the Illinois Congressional Delegation to secure funding for the Thornton Transitional Reservoir to the District through the fiscal year 2012 appropriations process.
- Work on various environmental initiatives to ensure best positioning through Congress, the Corps, and EPA for the District and its priority projects to secure optimum funding.

In 2010, Carmen was instrumental in:

- Having \$40,000,000 in funding included in the Corps' fiscal year 2011 budget and then in having these funds included in both the House and Senate Energy & Water appropriations bills for design and construction of the McCook and Thornton Reservoir projects.
- Working with the USDA and the District's Congressional Delegation to set the critical foundation to obtain reimbursement for the Thornton Transitional Reservoir.
- Working with the House Transportation and Infrastructure Committee and Senate Environment and Public Works Committee and Corps Headquarters, and the Assistant Secretary of the Army for Civil Works to keep Thornton Composite Reservoir reimbursement a priority.

The time of completion for these services is 365 calendar days commencing January 1, 2011 and ending December 31, 2011. There are no provisions in the Agreement for an extension of time except for such reasonable period as may be agreed upon between the parties.

Carmen has agreed to furnish approximately 800 hours of their professional services at a maximum hourly rate of \$215.00 and a multiplier of 3.00. Additional compensation for out-of-pocket expenses related to the services for fiscal year 2011 is not to exceed \$6,000.00

The components of the total fee are as follows:

<u>Item</u>	<u>Fee (not to exceed)</u>
1. Total Labor Costs	\$516,000.00
2. Reimbursable Direct	\$6,000.00
Total Fees	\$522,000.00

Ms. Mia O'Connell is the Executive Managing Director of the Water Resources Group of Carmen. She has been managing the District's federal funding and authorization program since 1984. As senior associate of the firm, Ms. O'Connell specializes in flood and water pollution control, water resources development, and wastewater reclamation issues. She has 31 years of experience in intergovernmental relations.

Inasmuch as the firm of Carmen Group 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 \$522,000.00.

Funds are being requested in 2011, in Account 101-15000-601170, and are contingent on the Board of Commissioner's approval of the District's budget for that year.

Requested, Eileen McElligott, Administrative Services Manager, BKS:SL:TN

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 December 2, 2010