

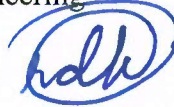
**INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: February 24, 2023

TO: Catherine A. O'Connor, Director of Engineering

FROM: Regina D. Berry, Diversity Administrator



SUBJECT: Review of Draft Request for Proposal 20-RFP-28 Biogas Combined Heat and Power, EWRP – 4th Review

The District is seeking proposals for the implementation and maintenance of a bio-gas/natural gas co-fired combined heat and power (CHP) system to offset electricity and recover heat for the Egan Wastewater Reclamation Plant. The estimated total cost for the design portion of the contract is \$504,000.00; for the construction portion is \$8,340,000.00; and for the maintenance portion \$1,500,000.00. The total estimated cost for the entire project is \$10,344,000.00.

Our review of this draft RFP indicates that Affirmative Action goals of 20% MBE, 10% WBE and 3% VBE should be included for the engineering design portion of the contract. Additionally, our review indicates that Affirmative Action goals of 20% MBE, 9% WBE and 3% VBE should be included for the construction portion of the contract.

Lastly, our review for the maintenance portion of the contract indicate that there are no M/W/VBEs available to perform the specialized maintenance. The maintenance contractor will need to be knowledgeable in the upkeep of the engine generators, biogas cleaning equipment, control system and determining the maintenance plan and frequency. This type of maintenance knowledge is specific to the type of CHP unit supplied. Since none of the vendors in our database could perform this type of specialized maintenance work, Appendix D and Appendix V should not be included in the maintenance portion of this contract.

If you have any questions, please contact PJ Spencer, Diversity Officer, at extension 1-5876.

RDB/PCS

c: Ms. Darlene A. LoCascio, Director of Procurement and Materials Management
Morakalis, Cornier, Wawczak, Storino, File (2)