



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

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Title: Issue a purchase order and enter into an agreement with Gewalt Hamilton Associates, Inc. for Contract 22-874-5F, General Stormwater Task Order Consulting Services, in an amount not to exceed \$1,640,600.00, Account 501-50000-612440, Requisition 1587062

Sponsors:

Indexes:

Code sections:

Attachments: 1. Contract 22-877-5F Appendix A Report - Gewalt Hamilton Associates, Inc.

Date	Ver.	Action By	Action	Result
10/6/2022	1	Board of Commissioners	Approved	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF OCTOBER 6, 2022

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue a purchase order and enter into an agreement with Gewalt Hamilton Associates, Inc. for Contract 22-874-5F, General Stormwater Task Order Consulting Services, in an amount not to exceed \$1,640,600.00, Account 501-50000-612440, Requisition 1587062

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Gewalt Hamilton Associates, Inc. for Contract 22-874-5F, General Stormwater Task Order Consulting Services.

The professional services that may be required are on an as-needed task order basis. They will be intermittent in nature and for specific assignments and services to supplement staff within the Engineering Department in advancing ongoing and future design of stormwater management projects. Other projects might be assigned when the District does not have specific resources available, for example: hydraulics, various engineering design, construction management, and surveying.

Under solicitation 22-874-5FD-1, requests for Statements of Qualifications (SOQs) were sent to 14 firms, and 12 of these firms responded to the District with SOQs. After review of all the SOQs submitted, seven (7) firms were chosen for interviews by the District's Selection Advisory Committee. These seven firms include Cardno, Inc., Christopher B. Burke Engineering, Ltd., Ciorba Group, Inc., Gewalt Hamilton Associates, Inc., Hey and Associates, Inc., Michael Baker International, and SmithGroup.

Based on the review of the SOQs and the results of the interviews, Gewalt Hamilton Associates, Inc., was determined to be the most suitable firm to provide General Stormwater Design Task Order Consulting Services, based on their experience and ability to respond to the District's needs.

The scope of work for this contract is to provide stormwater design consulting services on an as needed basis, and the total fee for the agreement is \$1,640,600.00 which will be distributed over a three-year period on an as-needed basis.

The anticipated service period will begin upon the award of the purchase order and continue for 1,095 calendar days. There are no provisions in the agreement for extension of time except for such reasonable period as may be agreed upon between parties.

The project team will consist of a project manager, design support staff, and four (4) sub-consulting firms. A total of 11,000 hours is estimated for completion of the project tasks for this work. The average payroll rate will be approximately \$50.45.

The components of the total fee are as follows:

	<u>ITEM:</u>	<u>FEE:</u>
1.	Prime Consultant Fee	
	a. Director Labor Cost	\$370,716.45
	b. Overhead and Profit	\$718,485.55
	c. Total Labor Fee	\$1,089,202.00
2.	Reimbursable Direct Costs	\$10,000.00
3.	Sub-Consultant	
	a. MBE/SBE firms:	\$328,120.00
	M Squared Engineering, LLC	
	WBE/SBE firms:	\$164,060.00
	Rubino Engineering, Inc.	
	Gasperec Elberts Consulting, LLC	
	b. VBE/SBE firm:	\$49,218.00
	Orion Engineers, PLLC	
	TOTAL FEE (Not to Exceed)	\$1,640,600.00

The firm M Squared Engineering, LLC is a Minority-Owned/Small Business Enterprise (MBE/SBE). The firms Rubino Engineering, Inc. and Gasperec Elberts Consulting, LLC are Women-Owned/Small Business Enterprises (WBE/SBE). The firm Orion Engineers, PLLC is a Veteran-Owned Enterprise/Small Business Enterprises (VBE/SBE). All WBE/SBE, MBE/SBE and VBE subconsultant firms will actively participate in providing services for the core elements required by the agreement. The Affirmative action goals for this professional services agreement are 20 percent for MBE, 10 percent for WBE, 10 percent for SBE and 3 percent for VBE.

The Diversity Section has reviewed the agreement and has concluded that the WBE/SBE, MBE/SBE, and VBE firms are in accordance with the District's Affirmative Action Policy. The agreement shall be subject to the approval of the Law Department as to form and legality. Gewalt Hamilton Associates, Inc. is registered to transact business and is in good standing with the State of Illinois.

Inasmuch as the firm of Gewalt Hamilton Associates, Inc. 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 \$1,640,600.00.

Funds for the 2022 expenditure, in the amount of \$140,600.00, are available in Account 501-50000-612440.

The estimated expenditure for 2023, 2024, and 2025 is \$500,000.00 each year. Funds for the 2023, 2024, and 2025 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Catherine A. O'Connor, Director of Engineering, KMF:JK

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 October 6, 2022

Attachment