



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Errata Correction

**File Number: 24-0241**

**File Key:** 24-0241

**Type:** Agenda Item

**Status:** PC Issue Purchase  
Order

**Version:** 1

**Reference:**

**Controlling Body:** Procurement  
Committee

**File Created Date :** 03/22/2024

**File Name:**

**Final Action:**

**Title label:** Issue purchase order and enter into an agreement for Contract 23-RFP-18,  
Remote Storage of District Records for a Thirty-Six (36) Month Period with R4  
Services LLC in an amount not to exceed \$213,876.00, Account  
101-15000-612490, Requisition 1606526 *(As Revised)*

**Notes:** ERRATA CORRECTION:  
The attachment is replaced.

**Sponsors:**

**Enactment Date:**

**Attachments:** Contract 23-RFP-18 Affirmative Action Goals Report

**Enactment Number:**

**Contact:**

**Hearing Date:**

**Drafter:**

**Effective Date:**

## History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File 24-0241

Issue purchase order and enter into an agreement for Contract 23-RFP-18, Remote Storage of District Records for a Thirty-Six (36) Month Period with R4 Services LLC in an amount not to exceed \$213,876.00, Account 101-15000-612490, Requisition 1606526 *(As Revised)*

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with R4 Services LLC (R4) for remote storage of District records.

The purpose of this agreement is to provide suitable, secure storage for the District's official records at recommended environmental conditions. The storage contract is necessary to ensure the District's irreplaceable documents will be protected from loss due to fire, floods, and other natural disasters.

Contract 23-RFP-18 was advertised on December 6, 2023. Bid proposals were received on January 12, 2024 from the following two (2) firms: Chicago Records Management, Inc. and R4 Services LLC.

The two proposals were reviewed and evaluated by a panel consisting of one member from Procurement, Finance, Law and three members from General Administration. Proposals and presentations were rated on project understanding, compliance with the scope of work, approach to the work, technical competence, site visit, and cost of services.

From the two firms that the District evaluated, R4 is the firm recommended. R4 presented an understanding of the project based on the District's needs, complied with the scope of work, demonstrated that they provide customer service, demonstrated excellent safety and security of their storage warehouse, and presented the lowest cost of service compared to the other proposer.

The agreement is scheduled to begin on May 1, 2024 and terminate on May 2, 2027.

The Affirmative Action Section has reviewed the agreement and has concluded that the agreement does not fall under Affirmative Action requirements because the requested services are typically performed by a single firm and do not provide practical opportunities for subcontracting.

R4 is registered to do business in, and is in good standing with, the State of Illinois.

Inasmuch as R4 possesses the required facilities and a high degree of professional skill, it is recommended that the Director of Procurement and Materials Management be authorized to issue them a purchase order and enter into an agreement per Section 11.4 of the Purchasing Act, in an amount not to exceed \$213,876.00.

Funds for the 2024 expenditures in the amount of \$47,528.00, are available in Account 101-15000-612490. The estimated expenditures of \$71,292.00; \$71,292.00; and \$23,764.00 for budget years 2025 through 2027 respectively are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Shellie A. Riedle, Administrative Services Officer, BA:KL  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
Respectfully Submitted, Marcelino Garcia, 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 April 4, 2024

Attachment



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Errata Correction

**File Number: 24-0244**

**File Key:** 24-0244

**Type:** Agenda Item

**Status:** PC Issue Purchase  
Order

**Version:** 1

**Reference:**

**Controlling Body:** Procurement  
Committee

**File Created Date :** 03/22/2024

**File Name:**

**Final Action:**

**Title label:** Issue Purchase Order and amend the Intergovernmental Agreement with Cook County authorizing Cook County's Office of the Independent Inspector General to serve as the District's Inspector General for an additional one-year period in an amount not to exceed \$600,000.00, Account 101-11000-612430, Requisition 1614941 (*As Revised*)

**Notes:** ERRATA CORRECTION:

In the Title, the requisition number is corrected to read, "Requisition 1614941"

**Sponsors:**

**Enactment Date:**

**Attachments:**

**Enactment Number:**

**Contact:**

**Hearing Date:**

**Drafter:**

**Effective Date:**

## History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File 24-0244

Issue Purchase Order and amend the Intergovernmental Agreement with Cook County authorizing Cook County's Office of the Independent Inspector General to serve as the District's Inspector General for an additional one-year period in an amount not to exceed \$600,000.00, Account 101-11000-612430, Requisition 1614941 (*As Revised*)

Dear Sir:

Authority is requested to issue a purchase order and amend an intergovernmental agreement (IGA) with Cook County authorizing Cook County's Office of Independent Inspector General (OIIG) to serve as the District's Inspector General for an additional one-year period in an amount not to exceed \$600,000.00.

On April 18, 2019, the Board of Commissioners passed Ordinance O19-003 setting forth the OIIG's power, authority, and function as the District's Inspector General. On the same date, the Board of Commissioners authorized the District to issue a purchase order and enter into an IGA with Cook

County to allow the OIIG to serve as the District's Inspector General for a three-year period in an amount not to exceed \$1,800,000.00. On March 3, 2022, and April 6, 2023, the IGA was extended for additional one-year terms. The IGA commenced May 17, 2019, and as extended, expires May 16, 2024.

The OIIG has served as the District's Inspector General over the last five years promoting integrity, efficiency, accountability, and transparency in District operations. Therefore, the District seeks authorization to amend the IGA with Cook County to allow the OIIG to continue to serve as the District's Inspector General for an additional one-year period on substantially the same terms and conditions. The amended IGA must still be considered and approved by the Cook County Board of Commissioners.

Based on the foregoing, it is requested that the Board of Commissioners authorize the District to issue a purchase order and enter into an amended IGA with Cook County to allow the OIIG to serve as the District's Inspector General for an additional one-year period in an amount not to exceed \$600,000.00 on substantially the same terms and conditions as the initial IGA. It is further requested that the President of the Board of Commissioners, Chairman of the Committee on Finance, Executive Director, General Counsel, and Clerk be authorized to execute said amended IGA on behalf of the District, as well as any documents necessary to effectuate the IGA.

Funds for the estimated expenditure for 2024 in the amount of \$300,000.00 are available in Account 101-11000-612430. Funds for the estimated expenditure for 2025 in the amount of \$300,000.00 are contingent on the Board's approval of the 2025 Budget.

Requested, Susan T. Morakalis, General Counsel, STM:EMA:nl

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

Respectfully Submitted, Marcelino Garcia, 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 April 4, 2024



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Errata Correction

**File Number: 24-0254**

**File Key:** 24-0254

**Type:** Agenda Item

**Status:** PC Issue Purchase  
Order

**Version:** 1

**Reference:**

**Controlling Body:** Procurement  
Committee

**File Created Date :** 03/26/2024

**File Name:**

**Final Action:**

**Title label:** Issue purchase orders for Contract 24-622-11 Furnish and Deliver Miscellaneous Electrical and Mechanical Equipment to Various Locations, to Integrated Power System, LLC (Items 1,2,6,7,8, and 9), in an amount not to exceed \$658,507.00; to Affiliated Steam Equipment Co. dba Affiliated Steam and Hot Water (Items 5,11,12, and 14), in an amount not to exceed \$203,176.38; to Industrial Electric Supply, Inc. (Item 10), in an amount not to exceed \$166,099.20; and to Gunn & Pegelow, Inc. (Item 13) in an amount not to exceed \$64,300.00, Accounts 101-67000/68000/69000-623270/634650/623070/623090, Requisitions 1603038, 1602122, 1601847, 1603221, 1603222, 1603297, 1605032, and 1605026 (As Revised)

**Notes:** ERRATA CORRECTION:

In the Title, the accounts and requisition numbers read, "Accounts 101-67000/68000/69000-623270/634650, Requisitions 1603038, 1602122, 1601847, 1603221, 1603222, 1603297, 1601847, 1605032, and 1605026", and is corrected to read, "Accounts 101-67000/68000/69000-623270/634650/623070/623090, Requisitions 1603038, 1602122, 1601847, 1603221, 1603222, 1603297, 1605032, and 1605026"

and,

The last paragraph is corrected to read, "Funds for the expenditures are available in Accounts 101-67000/68000/69000-623270/634650/623070/623090."

**Sponsors:**

**Enactment Date:**

**Attachments:** Contract 24-622-11 Affirmative Action Goals  
Report.pdf, Contract 24-622-11 Tabulation of Bids  
Received

**Enactment Number:**

**Contact:**

**Hearing Date:**

**Drafter:**

**Effective Date:**

## History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

### **Text of Legislative File 24-0254**

Issue purchase orders for Contract 24-622-11 Furnish and Deliver Miscellaneous Electrical and Mechanical Equipment to Various Locations, to Integrated Power System, LLC (Items 1,2,6,7,8, and 9), in an amount not to exceed \$658,507.00; to Affiliated Steam Equipment Co. dba Affiliated Steam and Hot Water (Items 5,11,12, and 14), in an amount not to exceed \$203,176.38; to Industrial Electric Supply, Inc. (Item 10), in an amount not to exceed \$166,099.20; and to Gunn & Pegelow, Inc. (Item 13) in an amount not to exceed \$64,300.00, Accounts 101-67000/68000/69000-623270/634650/623070/623090, Requisitions 1603038, 1602122, 1601847, 1603221, 1603222, 1603297, 1605032, and 1605026 *(As Revised)*

Dear Sir:

On October 19, 2023, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids Contract 24-622-11, Furnish and Deliver Miscellaneous Electrical and Mechanical Equipment to Various Locations.

In response to a public advertisement of December 6, 2023, a bid opening was held on January 23, 2024. The bid tabulation for this contract is attached.

Integrated Power System, LLC (Integrated), the lowest responsible bidder for Items 1,2,6,7,8, and 9, is proposing to perform the contract in accordance with the specifications. The estimated cost for those items of this contract was \$865,000.00, placing their bid of \$658,507.00 approximately 23.9 percent below the estimate.

Affiliated Steam Equipment Co. dba Affiliated Steam and Hot Water (Affiliated Steam), the lowest responsible bidder for Items 5,11,12, and 14, is proposing to perform the contract in accordance with the specifications. The estimated cost for those items of this contract was \$225,000.00, placing their bid of \$203,176.38 approximately 9.7 percent below the estimate.

Industrial Electric Supply, Inc. (Industrial Electric), the lowest responsible bidder for Item 10, is proposing to perform the contract in accordance with the specifications. The estimated cost for Item 10 was \$250,000.00 placing their bid of \$166,099.20 approximately 33.5 percent below the estimate.

Gunn & Pegelow, Inc., the lowest responsible bidder for Item 13, is proposing to perform the contract in accordance with the specifications. The estimated cost for Item 13 was \$110,000.00 placing their bid of \$64,300.00 approximately 41.5 percent below the estimate.

Integrated submitted a sole bid for item 4 in the amount of \$624,140.00 which is 767 percent over the estimate of \$72,000.00 and is recommended by the Maintenance and Operations Department to reject due to the bid being too high over the estimate. Therefore, Integrated's bid for item 4 is rejected. The Director of Procurement and Materials Management has notified this bidder of this action.

There were no bids received for Item 3. Items 3 and 4 will be re-advertised in the near future under a different contract.

The Multi-Project Labor Agreement (MPLA) was not included in this contract because the requirements do not fall under the provisions of the MPLA.

The Affirmative Action Ordinance Revised Appendix D and Appendix V will not be included because it is primarily a furnish and deliver contract. Moreover, there are no subcontracting opportunities in the contract.

All equipment shall be delivered within 315 calendar days after the issuance of the purchase order except Item 5, which shall be delivered within 90 calendar days after the issuance of the purchase order.

No bid deposit was required for this contract.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue purchase orders for Contract 24-622-11 to Integrated Power System, LLC (Items 1,2,6,7,8, and 9), in an amount not to exceed \$658,507.00; to Affiliated Steam Equipment Co. dba Affiliated Steam and Hot Water (Items 5,11,12, and 14), in an amount not to exceed \$203,176.38; to Industrial Electric Supply, Inc. (Item 10), in an amount not to exceed \$166,099.20; and to Gunn & Pegelow, Inc. (Item 13) in an amount not to exceed \$64,300.00.

Funds for the expenditures are available in Accounts  
101-67000/68000/69000-623270/634650/623070/623090.

Requested, John P. Murray, Director of Maintenance and Operations  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management,  
DAL:SEB:gv  
Respectfully Submitted, Marcelino Garcia, 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 April 4, 2024

Attachment