



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-0818, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 31, 2017**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Report on advertisement of Request for Proposal 17-RFP-12 Legal Advisory Services Related to the District Financing Program for a three-year period, estimated cost \$180,000.00, Account 101-11000-612430, Requisition 1470947

Dear Sir:

Request for Proposal 17-RFP-12 documents have been prepared for Legal Advisory Services Related to the District Financing Program, at the request of the Treasury Department.

The purpose of this RFP is to identify legal advisory firms to provide legal advisory services related to the District's financing program for the period February 1, 2018, to January 31, 2021. This RFP process will determine firms eligible to provide general legal advisory services and bond sale transaction legal advisory services, to be used on an as-needed basis.

The District will review the qualifications of the proposing firms and select one service provider from the eligible respondents to provide general legal advisory services for the period February 1, 2018, to January 31, 2021, with an option to renew for one year by obtaining authorization from the Board of Commissioners.

At this time, the District does not anticipate the need for new money during the next three years, but one or more eligible firm(s) may be requested to perform bond sale legal advisory, tax counsel, underwriter's counsel, and disclosure counsel services in the event a bond sale is required for refunding opportunities. The firm selected to provide general legal advisory services will also be selected to provide bond and tax counsel services for all bond sales which may occur for the period February 1, 2018, to January 31, 2021. The District intends to maintain a list of eligible firms to serve as co-bond counsel, underwriter's counsel, co-underwriter's counsel, disclosure counsel, and co-disclosure counsel, and will select such firms for each bond sale transaction during the three-year period dependent upon the bond sale amount. The District reserves the right to extend the life of the eligible lists for a period of up to one year at the conclusion of the three-year period, and to terminate the lists at any time.

The estimated cost for general legal advisory services is \$180,000.00. The estimated 2018, 2019, 2020, and 2021 expenditures are \$55,000.00, \$60,000.00, \$60,000.00 and \$5,000.00 respectively. A bid deposit is not required for this RFP.

The estimated cost for potential legal advisory services related to bond sale transactions is excluded from the cost estimate provided in this request. Such costs are determined based upon the bond sale amount and are paid directly from bond sale proceeds. No purchase order will be executed for any consulting work related to bond sale transactions.

The contract for this RFP shall be for the period beginning February 1, 2018, and ending January 31, 2021.

The contract may be renewed for up to one additional (1) year by mutual consent of both parties via Board approval. Funding of all contract items is subject to the Board of Commissioners budgetary approval for those years.

Appendix A will not be requested for general legal advisory services because the services do not provide practical or cost-effective opportunities for direct or indirect subcontracting; however, Appendix A will be included for the potential legal advisory services related to bond sale transactions.

The tentative schedule for this contract is as follows:

Advertise	September 6, 2017
Proposals Received	September 29, 2017
Award	January 18, 2018
Completion	January 31, 2021

Funds for 2018, 2019, 2020, and 2021 are contingent upon the Board of Commissioners' approval of the District's budget for those years.

Requested, Mary Ann Boyle, Treasurer, MAB:WS

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 August 31, 2017