



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 19-0044, Version: 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JANUARY 24, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order and enter into an agreement for Contract 19-RFP-01, Perform Federal Legislative Consulting Services, with O'Connell & Dempsey, LLC, in an amount not to exceed \$150,000.00, Account 101-15000-612430, Requisition 1496146 (*As Revised*)(*Deferred from the January 10, 2019 Board Meeting*)

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with O'Connell & Dempsey, LLC.

This request for proposal is to retain the services of a legislative consulting firm in order to pursue federal funding for District programs and develop strategies to achieve objectives in relation to Federal regulations that may impact the District.

Contract 19-RFP-01 was advertised on November 14, 2018. 100 firms were notified, with 14 requesting proposals. Four bid proposals were received on November 30, 2018 from Clark Hill PLC, Venable LLP, and a duplicate set from O'Connell & Dempsey, LLC.

The four proposals were reviewed and evaluated by a panel consisting of one representative from General Administration, one representative from the Law Department, one representative from the Engineering Department, and one representative from the Department of Procurement & Materials Management. Each department provided one review for each firm.

The proposals were reviewed on the criteria stated in the RFP, such as understanding and approach to the scope of work, consultant technical qualifications, cost of services, financial stability, affirmative action participation, and insurance requirements. Following the panel's evaluation, all of the firms gave a presentation, responded to questions, and provided their best and final offer on cost to the District.

Based on the technical proposals and the interviews, O'Connell & Dempsey, LLC is ranked higher than the other proposing firms. O'Connell & Dempsey, LLC's knowledge of the District's needs, goals and objectives, and their experience with the legislative process on a federal level, qualifies them as the most appropriate choice for the District.

The District's goals for this request for proposal are 10% Minority Business Enterprise (MBE) and/or Women Business Enterprise (WBE), and 10% Small Business Enterprise (SBE). O'Connell & Dempsey, LLC has offered 10% MBE/SBE participation in Appendix A by utilizing Ernest R. Sawyer Enterprises, Inc. as a MBE/SBE firm. The Diversity Section has reviewed the Appendix A submittal of O'Connell & Dempsey, LLC and has indicated that they have undertaken a good faith effort to meet the requirements of Appendix A.

The agreement will begin on January 11, 2019 and continue through December 31, 2019. There is an option to

extend the services for two additional one-year periods using the same hourly rates stated in the best and final offer. The hourly rates must remain fixed during the contract period. The option to extend is at the sole discretion of the District and will be approved by the Board of Commissioners.

Inasmuch as O'Connell & Dempsey, LLC possesses a high degree of professional skill to provide the services required, it is recommended that the Director of Procurement & Materials Management be authorized to issue a purchase order and enter into an agreement, per Section 11.4 of the Purchasing Act, in an amount not to exceed \$150,000.00.

O'Connell & Dempsey, LLC is not authorized to transact business in Illinois, but is currently active and incorporated in the District of Columbia.

Funds are available in Account 101-15000-612430.

Requested, Eileen M. McElligott, Administrative Services Officer, JRM:TG:kv
Recommended, Darlene A. LoCascio, Director of Procurement & 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 January 24, 2019

Attachment