



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 20-0913, Version: 1

TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 19, 2020

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to Advertise Contract 20-RFP-21 Legal Services for Workers' Compensation Defense for a three year period, estimated cost \$500,000.00, Account 101-25000-612430, Requisition 1545193 (*Deferred from the November 5, 2020 Board Meeting*)

Dear Sir:

Request for Proposal (RFP) 20-RFP-21 documents have been prepared for Legal Services for Workers' Compensation Defense at the request of the Human Resources Department. The contract specifications require that all work commence on June 1, 2021 and expire on May 31, 2024, with the option for a two-year extension to expire on May 31, 2026 pending board approval.

The purpose of this contract is to obtain legal defense services for designated Workers' Compensation claims. The Human Resources Department routinely engages the services of two firms to assist in the handling of complicated Workers' Compensation claims. The relationships with these firms have allowed the District to realize cost savings in the settlement and conclusion of difficult cases.

The estimated cost for this RFP is \$500,000.00. The estimated 2021, 2022, 2023 and 2024 expenditures are \$112,500.00, \$175,000.00, \$150,000.00, and \$62,500.00, respectively.

A bid deposit is not required for this RFP.

Affirmative Action Goals under Appendices A and V will not be included in this RFP due to the scope of services to be performed under this contract, which do not provide practical opportunities for subcontracting.

The tentative schedule for this contract is as follows:

Advertise	November 18, 2020
Proposal Received	December 4, 2020
Award	February 18, 2021
Completion	May 31, 2024

Funds are being requested in Account 101-25000-612430, and are contingent on the Board of Commissioners' approval of the District's budget for those years.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 20-RFP-21.

Requested, Beverly K. Sanders, Director of Human Resources, BKS: RJ
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 November 19, 2020

Attachment