



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF JANUARY 21, 2021

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to Advertise Contract 20-RFP-27 Technical eLearning Courses for: Return-to-Work Program; Laboratory Skills; and Industrial Compliance and Safety, estimated cost \$240,000.00, Account 101-27000-623800, 612820, Requisition 1556002

Dear Sir:

Request for Proposal (RFP) documents have been prepared for Technical eLearning Courses for: Return-To-Work Program; Laboratory Skills, and Industrial Compliance Safety at the request of the Human Resources Department. The contract begins in 2021, for a three-year period ending April 30, 2024.

The purpose of this contract is to provide technical eLearning Courses for the District's Return-to-Work Program; laboratory personnel; and mandated industrial safety classes for various personnel. The successful vendor will be able to provide a comprehensive library of Sharable Content Object Reference Model (SCORM) compliant courses in industrial operations and maintenance, designed to the Aviation Industry CBT Committee (AICC) guidelines that will be fully accessible 24/7 through the District's learning Management System, Cornerstone OnDemand. Closed captioning for the courses should be readily accessible and available to those who need it. Learning materials must be accessible from workstations or mobile devices with Internet access via a web browser. The online courses must be compatible with Cornerstone OnDemand, LLC.

The estimated cost for this RFP is a total of \$240,000.00 over a three-year agreement. The estimated cost for 2021 is \$80,000.00, \$80,000.00 in 2022, and \$80,000.00 in 2023, with a total cost not to exceed \$240,000.00.

A bid deposit is not required for this RFP.

Appendix A and Appendix V will not be included due to the scope of work performed under this RFP. This contract consists of licensing fees for classes; thus, the requested services do not provide opportunities for subcontracting.

The tentative schedule for this contract is as follows:

Advertise	January 27, 2021
Proposals Received	February 26, 2021
Award	April 1, 2021
Completion	April 30, 2024

Funds for the 2021 expenditure are available in account 101-27000-623800. The 2022 and 2023 expenditures in Account 101-27000-612820 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-27.

Requested, Beverly K. Sanders, Director of Human Resources

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 January 21, 2021

Attachment