



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 MAY 20, 2021

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order and enter into an agreement for Contract 20-RFP-27 Technical eLearning Courses for: Return-to-Work Program; Laboratory Skills; and Industrial Compliance and Safety with RedVector.com, LLC in an amount not to exceed \$100,950.00, Accounts 101-27000-623800, 61280, Requisition 1556002

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with RedVector.com, LLC, to provide Technical eLearning Courses for: Return-to-Work Program; Laboratory Skills; and Industrial Compliance and Safety training for a three-year period effective June 1, 2021 through May 31, 2024.

The purpose of this contract is to obtain training services to provide online technical courses for the District's Return-To-Work Program; and laboratory skills, industrial compliance, and mandated safety training courses for required personnel to be utilized on the District's current learning management program, Cornerstone OnDemand.

On January 21, 2021, the Board of Commissioners granted authority to advertise this Contract 20-RFP-27.

On January 27, 2021, Request for Proposal 20-RFP-27 Technical eLearning Courses for: Return-to-Work Program; Laboratory Skills; and Industrial Compliance and Safety was advertised. One thousand, six hundred, and thirty-one (1,631) firms were notified, and thirty-six (36) firms requested proposal documents. The District received two (2) proposals on February 26, 2021 from the following vendors: 360water, Inc. and RedVector.com, LLC.

Six District employees, four members of the Human Resources Department, one member from the Monitoring & Research Department, and one member of the Procurement and Materials Management Department reviewed each proposal. Proposals were evaluated based on criteria such as: understanding of the project, approach to work, experience completing projects of similar scope, technical competence, and cost.

Based on the initial evaluation, two (2) proposers were scheduled to present and respond to questions from the District's evaluation team. The proposers were then afforded the opportunity to submit an unqualified best and final offer (BAFO) to the Director of Procurement and Materials Management.

Based on the overall evaluation of the proposers, RedVector.com, LLC was selected to provide online technical courses for the District's Return-To-Work Program; and laboratory skills, industrial compliance, and mandated safety training courses for required personnel.

RedVector.com, LLC has significant relevant experience and a high level of competency to provide the required online training for District personnel. In addition, their existing catalog of training courses far eclipsed the offering of their competitor, allowing for immediate training in many areas. Their annual needs assessment

also allows our training to be further tailored for specificity of District requirements as our need for online training courses may expand based on the developing workforce. All courses are compatible with the Cornerstone Learning Management System.

Inasmuch as the firm of RedVector.com, LLC possesses a high degree of professional skill, it is recommended that the Director of Procurement and 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 \$100,950.00.

The Diversity Section determined that this RFP should not contain Affirmative Action goals given that the total contract consists solely of licensing fees and does not provide practical or cost-effective opportunities for sub-contracting.

Funds for expenditure in 2021, in the amount of \$33,650.00, are available in Account 101-25000-601100. Funds requested for expenditures in year 2022 and 2023 in the amount of \$33,650.00 for each year are contingent on the Board of Commissioners' approval of the District's budget for those years.

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 May 20, 2021

Attachment