



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 21-0658, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 5, 2021**

#### **COMMITTEE ON PROCUREMENT**

Mr. Brian A. Perkovich, Executive Director

Authority to Advertise Contract 21-RFP-20 Perform Federal Legislative Consulting Services, estimated cost \$175,000.00, Account 101-15000-612430, Requisition 1565428

Dear Sir:

Request for Proposal (RFP) documents have been prepared for 21-RFP-20, Perform Federal Legislative Consulting Services, at the request of the General Administration Department. The contract will begin on January 1, 2022 and will expire on December 31, 2022. There will be an option to extend the services for two additional one-year periods using the same fees agreed to under the original agreement. The option to extend is at the sole discretion of the District and will be approved by the Board of Commissioners.

The purpose of this contract is to procure federal legislative consulting and liaison services to formulate the District's legislative and regulatory strategies and to accomplish the District's goals and objectives.

The estimated cost for this RFP is \$175,000.00.

A bid deposit is not required for this RFP.

The Affirmative Action Ordinance Appendix A will be included in this contract. The type of work performed under the contract is within the "tailored" category for establishing Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE), and Small Business Enterprises (SBE) utilization goals. The MBE and/or WBE, and SBE utilization goals for this contract are: 10% MBE and/or 10% WBE, and 10% SBE. A Supplier's Exception has not been recommended.

The tentative schedule for this contract is as follows:

Advertise	August 18, 2021
Proposals Received	September 10, 2021
Award	November 4, 2021
Completion	December 31, 2022

Funds for expenditures in 2022 in Account 101-15000-612430 are contingent on the Board of Commissioner's approval of the District's budget for that year.

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

Requested, Shellie A. Riedle, Acting Administrative Services Officer, IG:SC:JRM:CO  
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 5, 2021

Attachment