



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 21-0694, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 5, 2021

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

..Title

Authority to advertise Contract 21-RFP-02 Professional Services in connection with Wetland Specialist Services for Watershed Management Permits, estimated cost \$195,000.00, Account 501-50000-612430, Requisition 1565878

Dear Sir:

Request for Proposal (RFP) documents have been prepared for Professional Services in connection with Wetland Specialist Services for Watershed Management Permits.

The purpose of this contract is to provide professional services to assist the Engineering Department in Administering Article 6 of the Watershed Management Ordinance (WMO). The WMO regulates development across suburban Cook County impacting isolated wetlands and riparian environments and requires a wetland submittal for review by the District for such development. The presence of wetlands or riparian environments must be acknowledged or denied by a wetland specialist who has training and experience in the identification of hydric soils, hydrophytic vegetation, and wetland hydrology. The District does not have a wetland specialist on staff, and therefore, must contract these services. The scope of work includes wetland submittal review, field visits to verify delineations, recommendations regarding mitigation plans and alternative analyses, and coordination with District staff to assure timely WMO permit review. As has been previously approved by the Board under Contract 18-847-5F, the District anticipates selecting a minimum of two, but no more than four, different consulting firms to perform these services. Each consulting firm will be assigned submittals based on an as-needed, rotating basis.

Deliverables to be provided from each consulting firm include:

- ☐ Memorandums summarizing review and comment of WMO permit wetland submittals
- ☐ As requested, review and comment on Article 6 WMO and Technical Guidance Manual updates
- ☐ As requested, provide professional opinions regarding development projects near wetland or riparian environments

The estimated cost for this RFP is \$195,000.00. This amount will be awarded equally between at least two, but no more than four, different consultant firms. A bid deposit is not required for this RFP. The contract specifications require that all work be completed in 1,095 calendar days following the award of the purchase order.

Affirmative Action participation goals are applicable to District proposals where the estimated total expenditure is in excess of \$100,000.00. Since the cost for these services will be divided into four (4) separate purchase agreements, Affirmative Action Appendix A participation goals will not apply.

The tentative schedule for this contract is as follows:

Advertise	August 11, 2021
Proposal Received	September 10, 2021
Award	January 20, 2022
Completion	December 31, 2024

Funds for the years 2022, 2023, and 2024 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 21-RFP-02.

Requested, Catherine A. O'Connor, Director of Engineering, KMF:MD

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