



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 22-0608, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JULY 14, 2022

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to advertise Contract 22-RFP-15 State Legislative Consulting Services, estimated cost \$84,000.00, Account 101-15000-612430, Requisitions 1583924, 1583925, 1583926, and 1583927

Dear Sir:

Request for Proposal (RFP) documents have been prepared for Contract 22-RFP-15 State Legislative Consulting Services, at the request of General Administration. The contract specifications require that all work commence on or around January 1, 2023, and end with the close of the 2023 legislative and veto sessions of the Illinois State Legislature. 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 District intends to award four separate contracts for a not to exceed \$21,000.00 annually.

The purpose of this contract is to procure state legislative consulting and liaison services to assist with developing and facilitating the District's annual state legislative program to ensure the District is in the best position to accomplish its goals and objectives.

The cost for this RFP is not to exceed \$84,000.00.

A bid deposit is not required for this RFP.

Appendix A will not be included in this RFP because the estimate is less than the minimum threshold established by Section 4 of the Affirmative Action Ordinance.

The tentative schedule for this contract is as follows:

Advertise	August 31, 2022
Proposals Received	September 23, 2022
Award	November 3, 2022
Completion	December 31, 2023

Funds are being requested in 2023 in Account 101-15000-612430 and 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 22-RFP-15.

Requested, Shellie A. Riedle, Administrative Services Officer, IG: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 July 14, 2022