



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 22-0822, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 15, 2022**

#### COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order and enter an agreement with Ciorba Group, Inc. for Contract 22-874-5F Stormwater Design Task Order Consulting Services in an amount not to exceed \$1,888,000.00, Account 501-50000-612450, Requisition 1587075

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Ciorba Group, Inc. (Ciorba) for Contract 22-874-5F Stormwater Design Task Order Consulting Services.

The professional services that may be required are on an as-needed task order basis. They will be intermittent in nature and for specific assignments and services to supplement staff within the Engineering Department in advancing ongoing and future design of stormwater management projects. Task orders might be assigned when the District does not have specific resources available to perform tasks such as hydraulic modeling and calculations, engineering designs, construction management, surveying, and other related tasks.

Under solicitation 22-874-5FD, requests for Statements of Qualifications (SOQs) were sent to 14 firms, and 13 of these firms responded to the District with SOQs. After review of all the SOQs submitted, ten (10) firms were chosen for interviews by the District's Selection Advisory Committee. These ten (10) firms include Cardno, Inc., Christopher B. Burke Engineering, Ltd., Ciorba Group, Inc., Environmental Consulting and Technology, Inc., Gewalt Hamilton Associates, Inc., Greenprint Partners, Hey and Associates, Inc., Michael Baker International, SmithGroup, and Wight & Company.

Based on the review of the SOQs and the results of the interviews, Ciorba Group, Inc. was determined to be the most suitable firm to provide stormwater design task order consulting services, based on their experience and ability to respond to the District's needs.

The scope of work for this contract is to provide stormwater design consulting services on an as needed basis, and the total fee for the agreement is \$1,888,000.00 which will be distributed over a three-year period on an as-needed basis.

The anticipated service period will begin upon the award of the purchase order and continue for 1,095 calendar days. There are no provisions in the agreement for extension of time except for such reasonable period as may be agreed upon between parties.

The project team will consist of a project manager, design support staff, and six (6) sub-consulting firms. A total of 13,450 hours is estimated for completion of the project tasks for this work. The average payroll rate will be approximately \$50.68.

The components of the total fee are as follows:

<u>ITEM:</u>	<u>FEE:</u>
1. Prime Consultant Fee - Ciorba Group, Inc.	
a. Director Labor Cost	\$408,518.95
b. Overhead and Profit	\$721,281.05
c. Total Labor Fee	\$1,129,800.00
2. Reimbursable Direct Costs	\$3,000.00
3. Sub-Consultant	
a. MBE/SBE firms:	\$434,240.00
American Surveying and Engineering, P.C.	
2IM Group, LLC	
GSG Consultants, Inc.	
b. WBE/SBE firms:	\$245,440.00
Kaskaskia Engineering Group, LLC	
M Squared Engineering, P.C.	
c. VBE/SBE firm:	\$75,520.00
Aqua Vitea Engineering, LLC	
TOTAL FEE (Not to Exceed)	\$1,888,000.00

The firms American Surveying and Engineering, P.C., 2IM Group, LLC, and GSG Consultants, Inc. are Minority-Owned/Small Business Enterprises (MBE/SBE). The firms Kaskaskia Engineering Group, LLC and M Squared Engineering are Women-Owned/Small Business Enterprises (WBE/SBE). The firm Aqua Vitea Engineering, LLC, is a Veteran-Owned Enterprise (VBE). All WBE/SBE, MBE/SBE, and VBE subconsultant firms will actively participate in providing services for the core elements required by the agreement. The Affirmative action goals for this professional services agreement are 20 percent for MBE, 10 percent for WBE, 10 percent for SBE and 3 percent for VBE.

The Diversity Section has reviewed the agreement and has concluded that the MBE/SBE, WBE/SBE, and VBE firms are in accordance with the District's Affirmative Action Policy. The agreement shall be subject to the approval of the Law Department as to form and legality. Ciorba Group, Inc. is registered to transact business and is in good standing with the State of Illinois.

Inasmuch as the firm of Ciorba 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 without advertising, per Section 11.4 of the Purchasing Act, in an amount not to exceed \$1,888,000.00.

Funds for the 2022 expenditure, in the amount of \$88,000.00, are available in Account 501-50000-612440. The estimated expenditure for 2023 is \$800,000.00, and in 2024 and 2025 is \$500,000.00 each year. Funds for the 2023, 2024, and 2025 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Catherine A. O'Connor, Director of Engineering, KMF:JK  
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 September 15, 2022