

**NOTICE
INVITATION TO BID
TO
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO
FOR**

INSTALLATION OF DISC FILTERS AT THE
HANOVER PARK WATER RECLAMATION PLANT

CONTRACT 19-701-31

PROPOSALS ARE DUE OCTOBER 1, 2019

Sealed proposals, endorsed as above, will be deposited in the sealed bid depository in the lobby of the Metropolitan Water Reclamation District (District) Administration Building, 100 East Erie Street, Chicago, Illinois, 60611, from the date of the Invitation to Bid, up to 11:00 a.m. Central Standard Time (CST) on the bid opening date, and will be opened publicly by the Director of Procurement and Materials Management or her designee at 11:00 a.m. on October 1, 2019.

NO BIDS WILL BE ACCEPTED AFTER 11:00 A.M. ON THE ABOVE SCHEDULED BID DATE. ALL BIDS FAXED OR ELECTRONICALLY TRANSMITTED TO THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO WILL BE RETURNED TO THE BIDDER. PROPOSALS TRANSMITTED BY U.S. MAIL OR OTHER DELIVERY WILL BE CONSIDERED ONLY WHEN SAID PROPOSALS ARE IN THE DEPOSITORY AT THE TIME FIXED FOR OPENING THEREOF. THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO DOES NOT GUARANTEE THAT PROPOSALS RECEIVED BY MAIL, OR OTHER DELIVERY, WILL BE DEPOSITED IN TIME FOR SUCH OPENING.

Tenders are invited to provide all labor, material, supervision, tools, equipment, materials, and appurtenances, including transportation, required to replace two existing traveling bridge filters, Filter Bed #3 and Filter Bed #4, with new disc filters at the Hanover Park Water Reclamation Plant.

The estimated cost of the work under this Contract is \$1,500,000.00.

Specifications, proposal forms and/or plans may be obtained from the Department of Procurement and Materials Management, Room 508, 100 East Erie Street, Chicago, Illinois, 60611, Monday - Friday, between 8:45 a.m. and 4:15 p.m. Documents will be mailed in response to a fax request sent to 312-751-3042. Specifications, proposal forms and/or plans are also available for download at the District's website. WWW.MWRD.ORG. The path is as follows: Doing Business → Procurement and Materials Management → Contract Announcements. No fee is required for the contract documents.

The District assumes no responsibility for documents sent through the mail. Further, the District assumes no liability or responsibility for the failure or inability of any Bidder to successfully download any and all contract documents, including but not limited to specifications, proposal forms and/or plans, as a result of any type of technological computer and/or software system failure or breakdown that restricts, prohibits or prevents successful downloading of any and all District contract documents by the Bidder, whether caused by the District or other parties, directly or indirectly.

Proposals must be submitted on proposal forms. Proposal forms are to be placed in the special envelope furnished by the District. If proposal forms are downloaded online from the District's website, the Bidder is responsible to submit the complete set of contract documents. This volume is to remain intact. The Bidder shall place the complete set of contract documents in a sealed envelope clearly marked as follows:

Sealed Bid Depository, MOB Lobby
Metropolitan Water Reclamation District of Greater Chicago
100 E. Erie Street
Chicago, Illinois 60611
Proposal For: Contract #19-701-31

Failure to submit the complete set of contract documents as specified may render the bid non-responsive and the bid may be rejected.

Bidders are to include with their proposal signed copies of any addenda, or acknowledge receipt of any addenda, if the District issued any addenda to this Contract. Failure to do so may be cause for the rejection of any bid. If bidding documents are available online, any addenda issued for this contract will be available online at the District's website, WWW.MWRD.ORG. **The path is as follows: Doing Business → Procurement and Materials Management → Contract Announcements.** Addenda will also be mailed, delivered, or faxed to each person receiving a set of such contract documents and to such other prospective Bidders as shall have requested that they be furnished with a copy of the addenda.

Each proposal must be accompanied by a bid deposit in the form of cash (U.S. currency only), cashier's check, certified check or bid bond, as stated in the Bidding Requirements and Instructions to Bidders contained in this document.

THE BID DEPOSIT FOR THIS CONTRACT IS \$75,000.00.

Prior to award of the contract, the lowest responsible bidder must demonstrate compliance with the District's Multi-Project Labor Agreement by submitting to the Director of Procurement and Materials Management a signed Certificate of Compliance with Multi-Project Labor Agreement. The Agreement and Certificate of Compliance are contained in the Contract Documents.

Bidders on Contracts in excess of Ten Thousand Dollars (\$10,000.00) will be required to comply with the President's Executive Order No. 11246 as amended to date, regarding NON-DISCRIMINATION IN EMPLOYMENT. The requirements for Bidders and Contractors under this order are explained in Appendix

C of the Contract Documents. The provisions of Appendix C also apply to each Subcontractor on the Contract in excess of Ten Thousand Dollars (\$10,000.00).

The Contractor agrees to comply with requirements, goals, terms, and conditions of the Affirmative Action Ordinance Revised Appendix D throughout the life of the Contract. The work under this Contract is classified as "Mechanical" for the MBE, WBE, SBE utilization goals contained in the Affirmative Action Ordinance Revised Appendix D. The associated tailored goals are 20% Minority-owned Business Enterprises (MBE), 9% Women-owned Business Enterprises (WBE), 3% Veteran Business Enterprises (VBE) and 10% Small Business Enterprises (SBE).

If a waiver from Revised Appendix D requirements is sought, the Bidder should include with the bid package documentation of good-faith efforts to meet the Revised Appendix D utilization goals. The documentation should be provided with the bid package on the Contractor's information form; the form is included in the package containing the Contract documents.

The Bidder agrees to fulfill the Special Training Provisions for Apprentices as specified in the Appendix K and to provide training opportunities throughout the life of the contract. The requirements of the Special Training Provisions for Apprentices are 170 minority and/or female hours for the purpose of this contract.

It is required that the prospective Bidder indicate participation by signing the Utilization Plan (Exhibit A) contained within the Contract documents.

Each Bidder must submit with their proposals a signed and completed **MBE, WBE, SBE Utilization Plan** which lists each business intended to be used as a MBE, WBE, SBE on pages UP-2, UP-3 and UP-4 and supplemental pages as necessary. **The Bidder must sign the Signature Section page on UP-5.** Failure to submit a signed MBE, WBE, SBE Utilization Plan will result in a bid being deemed non-responsive and the bid will be rejected. Also, if a Waiver is sought, the Bidder is required to sign pages UP-5 and UP-6, the Waiver Request Form; failure to do so will be viewed as non-responsive and the bid will be rejected.

Each Bidder must submit **with their bid package** an original or facsimile copy of **MBE, WBE, SBE Subcontractor's Letter of Intent, page UP-7** for each subcontractor listed on their MBE, WBE, SBE Utilization Plan. The submitted MBE, WBE, SBE Subcontractor's Letter of Intent must be completed and signed by the subcontractor and accompanied with a copy of the subcontractor's current Letter of Certification from a state, local government or agency or documentation demonstrating that the subcontractor is a MBE, WBE or SBE within the meaning of the **Affirmative Action Ordinance Revised Appendix D**. Failure to submit the MBE, WBE, SBE Utilization Plan signed by the Bidder at the time of the bid opening and the MBE, WBE, SBE Subcontractor's Letter of Intent signed by each MBE, WBE, SBE will be viewed as non-responsive and the bid will be rejected.

Each Bidder must submit with their proposals a completed VBE Commitment Form which lists each business intended to be used as a VBE. The Bidder must make a "Good Faith Effort" to identify eligible Veteran Owned-Businesses by completing the VBE Commitment Form. If the Bidder is unable to identify qualified VBE subcontractors capable of providing goods or services required by the contract, the Bidder must write "no participation" on the VBE Commitment Form. Where a Bidder has failed to meet the VBE participation goal, the Administrator shall require the Contractor to submit a Veteran's Business Enterprise Good Faith Efforts Documentation Request Form and provide additional documentation of its good faith efforts in attempting to fulfill the VBE goal.

VBE goals are separate from Minority-owned Business Enterprise (MBE), Women-owned Business Enterprise (WBE) and Small Business Enterprise (SBE) goals. An Eligible Veteran who is also an MBE, WBE, or SBE may be dual-utilized to fulfill both goals. However, the three percent (3%) VBE goal must be accomplished in addition to the M/W/SBE goals set forth in the Contract.

If the Bidder exceeds the allowable **Supplier Utilization** amount which is stated in the bid documents, the bid will be viewed as non-responsive. Therefore, the Bidder may not exceed the use of a MBE, WBE, SBE supplier for more than 25% of each respective MBE, WBE, or SBE goal, unless the Director of Procurement and Materials Management has authorized a Supplier's Exception notated on page AU-1.

The Director of Procurement and Materials Management has granted an exemption to Section 11(i) of the Affirmative Action Ordinance Revised Appendix D for this Contract. This exception will allow the Bidder to utilize MBE, WBE and/or SBE Suppliers for 100% goal attainment in their respective categories.

All MBE, WBE, SBE Subcontractor's Letter of Intent must conform to the MBE, WBE, SBE Utilization Plan submitted at the time of bid opening. **Any change to the MBE, WBE, SBE Utilization Plan will be viewed as non-responsive and will be rejected.** The MBE, WBE, SBE Utilization Plan MUST be signed by the Bidder, even if the Bidder requests a waiver and/or offers itself to meet any of the Revised Appendix D goals. If the Bidder offers itself to satisfy any of the Revised Appendix D goals, then its name shall be shown in the appropriate space(s) on the MBE, WBE, SBE Utilization Plan.

Where a Bidder is a business owned and controlled by a minority woman (M/WBE), or where the Bidder utilizes an M/WBE in a joint venture or as a subcontractor, the Bidder may count the M/WBE participation toward the achievement of either its MBE or WBE goal, but not both.

Subsequent to the bid opening, and if it is determined by the Diversity Administrator that a Contractor's Information Form is required from the apparent low Bidder, the Bidder must complete and submit the form within three (3) days of receiving the written request.

The Bidder to whom the Contract is awarded must be prepared to comply with the requirements of the Affirmative Action Ordinance Revised Appendix D during the life of the Contract.

A **Mandatory Pre-Bid Site walk-through** will be held on Tuesday, September 10, 2019, at 10:00am, Central Standard Time, at the Hanover Park Water Reclamation Plant Conference Room, 1200 E. Sycamore, Hanover Park, IL 60133. There will not be a question and answer session during the Mandatory Pre-Bid Site walk-through. Attendees may choose to bring a hard hat and are encouraged to wear appropriate footwear for the site inspection. Potential bidders may raise any questions they

may have at the Mandatory Technical Conference.

Immediately following the Mandatory Pre-Bid site walk through, a **Mandatory Technical Conference** will be held at the same location, at approximately 11:00am, Central Standard Time. The purpose of the Mandatory Technical Conference is to review the scope of work, to provide for identification and discussion of potential problems that might arise during the administration of this Contract and to seek clarification of technical or procedural aspects of this Contract. All potential bidders are required to sign the Mandatory Pre-Bid Site walk-through and Mandatory Technical Conference attendance sheets. The sign-in sheets will be used to verify bidder's attendance for the walk-through and technical conference. **Bids received from bidders who do not attend both Mandatory Pre-Bid Site Walk-Through and Mandatory Technical Conference will be considered non-responsive.**

Bidders should read page R-2, Paragraph 6, in regards to questions on this Contract.

Any potential bidder with questions regarding the meaning of any part of the specifications or other bidding documents should submit such inquiries online at the District's website, www.mwrd.org. **The path is as follows: Doing Business → Procurement and Materials Management → Contract Announcements.** The District will provide an online response to such inquiries, as the District deems appropriate. Strings of appropriate questions and answers regarding the bidding documents will be available online on the District's website until the bid opening date of the bidding documents. No questions will be accepted by telephone, fax, email, mail, or any other such form of delivery.

The District does not guarantee the timeliness of responses provided online, nor does the District guarantee that such responses will be provided in adequate time to affect the submission of bids. The District shall provide responses online ONLY if the responses do not interpret or otherwise change the bidding documents.

The District's responses online are NOT official responses and, therefore, are not binding to the bidding documents. Any official interpretation or change to the bidding documents will be made only by addenda duly issued to all plan holders on record by the Director of Procurement and Materials Management.

The District will only respond to questions received online up to ONE WEEK prior to the bid opening date of the bidding documents. The District will not respond to questions received after this date.

The contact person for this contract is Mark Kursell. This contact person will provide online responses to online inquiries.

All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.).

The Metropolitan Water Reclamation District of Greater Chicago reserves the right to reject any or all Proposals.

Metropolitan Water Reclamation District of Greater Chicago

By Darlene A. LoCascio
Director of Procurement
and Materials Management

Chicago, Illinois
September 4, 2019