

**NOTICE  
INVITATION TO BID  
TO  
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO  
REFRIGERATION IMPROVEMENTS AT THE CALUMET AND  
EGAN WATER RECLAMATION PLANTS**

**CONTRACT 23-106-21**

**PROPOSALS ARE DUE MAY 2, 2023**

Sealed proposals, endorsed as above, will be submitted back to the District via an electronic upload to the Bonfire Portal only, from the date of the Invitation to Bid, up to 11:00 A.M. (Central Standard Time), on the bid opening date, and will be opened publicly by the Director of Procurement & Materials Management or designee at 11:00 A.M. on Thursday, May 2, 2023. The public cannot attend but can view the bid opening at <https://mwrld.org/bid-opening>.

**No bids will be accepted after 11:00 A.M. on the above scheduled bid date. All bids faxed, mailed, emailed, or hand delivered will not be considered and will be returned to the Bidder. There is no bid depository safe available for mailing or hand delivering bids. The District will only accept bids electronically uploaded to the Bonfire Portal (<https://mwrld.bonfirehub.com/>). Please see specific instructions on how to upload your bid to the Bonfire Portal in the bid document entitled “Submission via the Bonfire Portal.”**

Specifications, proposal forms and/or plans may be obtained from the Department of Procurement & Materials Management by downloading online from the District’s website at [www.mwrld.org](http://www.mwrld.org) (Doing Business → Procurement and Materials Management → Contract Announcements). No fee is required for the Contract documents. Any questions regarding the downloading of the Contract Document should be directed to the following email: [contractdesk@mwrld.org](mailto:contractdesk@mwrld.org) or call 312-751-6643.

Failure to submit the required documents as specified may render the bid non-responsive and the bid may be rejected.

**TENDERS ARE INVITED** to provide all necessary labor, supervision, tools, equipment, materials and appurtenances, including transportation necessary to remove six (6) existing refrigeration systems and to furnish, deliver, and install new refrigeration systems. Funding of all Contract items is subject to the Board of Commissioners approval of the budget for those years. It is understood and agreed that the Contractor shall complete all work within twelve (12) months after approval of the Contractor’s bond.

The estimated cost of this Contract is: **\$365,000.00**. The required **BID DEPOSIT is \$18,250.00**. Funding of all contract items is subject to the Board of Commissioners’ approval of the budget for those years.

Each proposal must be accompanied by a **BID DEPOSIT** in the form of a bid bond in the amount of eighteen thousand two-hundred and fifty dollars (**\$18,250.00**). Each bid bond shall be underwritten by a surety licensed to do business in the state of Illinois, listed in the latest copy of the federal register and approved by the director of procurement and materials management. The bid bond must contain signatures from the bidder and the surety company. Failure to provide signatures on the bid bond will result in rejection of the bid. Photographic and/or stamped signatures are acceptable. Any proposal submitted without being

accompanied by the required bid deposit, in the aforesaid form, will not be considered and will not be read after it is publicly opened.

**The Contract is comprised of five (5) items. Bidders must submit bids for all five (5) items or the bid will be rejected as non-responsive.** The District intends to award one (1) Contract to one (1) Bidder for all the items.

The Affirmative Action Goals for this Contract are 20% Minority-owned Business Enterprises (MBE), 9% Women-owned Business Enterprises (WBE), and 3% Veteran-owned Business Enterprises (VBE).

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.

If any potential Bidder contemplating to submit a proposal is in doubt as to the true meaning of any part of the specifications or other contract documents, such inquiry should be submitted online at the District's website, [www.mwrd.org](http://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 Optional Technical Pre-Bid meeting** will be held online via a Zoom meeting on Thursday, April 20, 2023, at 10:00 A.M. (Central Standard Time). The link to the Zoom meeting is attached in a separate Word document under the "Additional Documents" column on the District's website at [mwrd.org](http://mwrd.org) (Doing Business → Procurement and Materials Management → Contract Announcements → (Find correct project) → Bidding Documents). The purpose of the Voluntary Technical Pre-Bid meeting is to review the scope of work, to provide for identification and discussion of potential problems that may arise during the administration of this Contract and to seek clarification on technical or procedural aspects of this Contract. There will be a Q&A session at the end of the meeting. Also, suppliers must give their contact information to register prior to entering the Zoom Pre-Bid meeting.

Bidders are **STRONGLY URGED** to inspect all areas of the work site prior to bidding, to familiarize themselves with the nature of the work and the method of accomplishing the same. To schedule a site inspection, bidders are asked to contact the Resident Engineer, George Kedl, Monday through Friday, 8:00 A.M. to 2:00 P.M. (Central Standard Time) at (708) 588-4054, or [KedlG@mwrd.org](mailto:KedlG@mwrd.org). Bidders are required to bring a hard hat and are encouraged to wear appropriate footwear for the site inspection. There will be no questions will be taken during the site inspection. The District's website ([www.mwrd.org](http://www.mwrd.org)) will be used for addressing any questions, as indicated in the Invitation to Bid documents for this Contract. The path is as follows: Doing Business → Procurement & Materials Management → Contract Announcements → (Find correct project) → Ask a Question.

Prior to award of the contract, the lowest responsible Bidder must demonstrate compliance with the MWRDGC Multi-Project Labor Agreement by submitting to the Director of Procurement and Materials Management a signed Certification 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 contracts in excess of Ten Thousand Dollars (\$10,000.00).

1. Each Bidder must submit with the proposals a signed and completed **MBE/WBE Utilization Plan** which lists each business intended to be used as a MBE AND WBE pages UP-2 and UP-3 and supplemental pages as necessary. **The Bidder must sign the Signature Section page UP-4.** Failure to submit a signed MBE/WBE 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-4 and UP-5, which is the Waiver Request Form; failure to do so will be viewed as non-responsive and the bid will be rejected.
2. Each Bidder must submit **with their bid package** an original or facsimile copy of **MBE/WBE Subcontractor's Letter of Intent, Page UP-6** for each subcontractor listed on their MBE/WBE Utilization Plan. The submitted MBE/WBE 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 or WBE within the meaning of the **Affirmative Action Ordinance, Revised Appendix D**. Failure to submit the MBE/WBE Utilization Plan signed by the Bidder at the time of the bid opening and the MBE/WBE Subcontractor's Letter of Intent signed by each MBE or WBE will be viewed as non-responsive and the bid will be rejected.
3. 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 50% of each of the respective MBE or WBE, goal, unless the Administrator has authorized a Supplier's Exception notated on page AU-1.

The Administrator has granted an exemption to Section 14 (j) of the Affirmative Action Ordinance, Revised Appendix D. The exception will allow the Bidder to utilize MBE and WBE suppliers for 100% goal attainment in their respective categories.

4. 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 Business 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 Form and provide additional documentation of its good faith efforts in attempting to fulfill the VBE goal.
5. **The Contractor agrees to use the District's online compliance monitoring system administered by the Diversity Section for payment and reporting purposes, in order to fulfill the Affirmative Action Program requirements.**

The Utilization Plan **MUST** be signed by the bidder, even if the bidder requests a waiver and/or offers itself to meet any of the Affirmative Action Ordinance Revised Appendix D goals. If the bidder offers itself to satisfy any of the Affirmative Action Ordinance Revised Appendix D goals, then its name shall be shown in the appropriate space(s) on the Utilization Plan.

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

If a waiver from the Affirmative Action Ordinance Revised Appendix D requirements is sought, the bidder should include with the bid package documentation of good-faith efforts to meet the Affirmative Action Ordinance Revised Appendix D utilization goals. Subsequent to bid opening and if it is determined by the Affirmative Action 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 and Appendix V during the life of the contract.

Bidding documents are only available online, and all addenda issued for this contract will be available online at the District's website, [www.mwrd.org](http://www.mwrd.org). The path is as follows: Doing Business → Procurement and Materials Management → Contract Announcements. A copy of such addenda will also be emailed/faxed to each person which downloads a set of such contract documents.

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

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 e-mailed 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.

All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/.01 et.seq.)

The contract will be awarded to the lowest responsible, responsive bidder, unless all bids are rejected.

Bidders should read the bidding requirements set forth on pages R-1 through R-6, in regards to the questions on the Contract.

All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12).

Failure on the part of the prospective Bidder to receive a written interpretation prior to the time of the opening of bids will not be grounds for withdrawal of proposal.

The contact person for this Contract is Mr. George Kedl. This contact person will provide online responses to online inquiries.

**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  
April 12, 2023