

NOTICE

**REQUEST FOR PROPOSAL
TO
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**PROFESSIONAL ENGINEERING SERVICES FOR THE STICKNEY WATER
RECLAMATION PLANT BIOSOLIDS MANAGEMENT STRATEGY**

CONTRACT 23-RFP-19

The Metropolitan Water Reclamation District of Greater Chicago (“District”) requests proposals from any prospective Proposer for the above captioned subject which is described in document 23-RFP-19.

PROPOSALS ARE DUE MARCH 1, 2024

Sealed proposals, endorsed as above, will be submitted to the District via an electronic upload to the Bonfire Portal only. See “Submission Via the Bonfire Portal” in Section VI of the 23-RFP-19 document for instructions. Proposals will be accepted from the date of Advertisement, up to 11:00 A.M. Central Time (CT), on March 1, 2024. Bids will be deemed non-responsive if not submitted using the Bonfire-project specific URL link, provided by the District with the bidding documents.

No bids will be accepted after 11:00 A.M. CT on the above scheduled due date. Faxed, mailed, emailed, or hand delivered proposals will not be accepted. There is no Bid Depository safe for this purpose.

The objective of the Request for Proposal (RFP) is to provide professional engineering services to complete preliminary engineering for a new biosolids management strategy for processing biosolids from the Stickney Water Reclamation Plant. The proposer will provide an evaluation of biosolids processing options, perform preliminary engineering for a processing facility, and prepare a design-build-operate-maintain (DBOM) contract for the facility. The proposer shall also provide pre-award services for the DBOM contract, and supplemental services on an as-needed basis. The RFP is divided, for the purposes of bidding, into four tasks: Preliminary Design (Task 1), Contract Development (Task 2), Pre-Award Services (Task 3), and Supplemental Services (Task 4). A Proposal must include all four Tasks of the RFP or it will be considered non-responsive and rejected.

The Proposer awarded this RFP shall be precluded from participating in the DBOM contract outside the bounds outlined herein.

The estimated cost for this proposal is \$1,500,000.00. A bid deposit is not required to submit a Proposal. The anticipated service period for Tasks 1 and 2 will begin upon the award of the purchase order and must be completed by March 31, 2026. The anticipated service period for Task 3 will begin upon the bid opening of the corresponding DBOM contract and shall continue through award of the DBOM contract. Task 4 services will take place on an as-needed basis and may take place during Task 1, Task 2, and/or Task 3 service periods. Funding of all RFP items is subject to the Board of Commissioners approval of the budget over the service periods.

Copies of the RFP are only available online from the District’s website at www.mwrd.org (Doing Business→Procurement and Materials Management→Contract Announcements). No fee is required

for the RFP documents. Any questions regarding the downloading of RFP documents should be directed to contractdesk@mwrld.org or call (312) 751-6643.

Further, the District assumes no liability or responsibility for the failure or inability of any Proposer 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 Proposer, whether caused by the District or other parties, directly or indirectly.

It is the policy of the District that Minority, Women, and Veteran-owned Business Enterprises shall have maximum practicable opportunity to participate in the performance of an agreement. The categories of services for this RFP that are used as basis for determining these goals are Engineering Consulting and Professional Engineering Services. **The Affirmative Action Goals for this RFP are 20% Minority-owned Business Enterprises (MBE), 10% Women-owned Business Enterprises (WBE), and 3% Veteran-owned Business Enterprises (VBE).**

The Proposer 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 requirements.

The Proposer shall refer to Appendix A for the provisions of the District's Minority and Women's Business Requirements. The Proposer shall refer to Appendix V for the provisions of the District's Veteran-owned Business Requirements. All Proposers shall conform to all the terms and conditions of the RFP as stated in this document. Failure to conform to the terms and conditions of the RFP will render the proposal non-responsive and ineligible for further consideration. A successful Proposer will be required to comply with all applicable Federal and State of Illinois Regulations.

Proposers 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 RFP. Failure to do so may be cause for the rejection of any proposal. RFP documents are available online, and any addenda issued for this RFP will be available online at the District's website, www.mwrld.org (Doing Business→Procurement and Materials Management→Contract Announcements). Addenda will also be emailed/faxed to each person receiving a set of such RFP documents and to such other prospective Proposers as shall have requested that they be furnished with a copy of the addenda.

If any potential Proposer contemplating to submit a proposal is in doubt as to the true meaning of any part of the specifications or other RFP documents, such inquiry should be submitted online at the District's website, www.mwrld.org (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 RFP documents will be available online on the District's website until the due date of the RFP submission. No questions will be accepted by telephone, fax, email, mail, or any other such form of delivery.

The District will only respond to questions received online up to ONE WEEK prior to the date set to receive proposals. The District will not respond to questions received after this date. 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 proposals. The District shall

provide responses online ONLY if the responses do not interpret or otherwise change the RFP documents.

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

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

Bidders are STRONGLY URGED to inspect all areas of the work sites, prior to bidding, to familiarize themselves with the nature of the work and the method of accomplishing the same. **An optional Pre-Bid Walk Through for this RFP will be held Tuesday February 6, 2024, at 9:30 a.m. CT at the Stickney Water Reclamation Plant, 6001 W. Pershing Rd, Cicero, IL 60804.** Attendees are advised to bring a hard hat and appropriate footwear for an industrial type of facility and a current business card. Bidders are encouraged to give themselves enough time to clear security. Bidders are reminded that no questions will be taken during any site inspections. The District's website (www.mwr.org) will be used for addressing any questions, as indicated above. The path is as follows: Doing Business → Procurement and Materials Management → Contract Announcements → (Find correct project) → Ask a Question.

The Voluntary Technical Pre-Bid meeting will be held online via a Zoom meeting on Wednesday February 7, 2024, at 10:00 a.m. CT. The link to the Zoom meeting is attached in a separate Word document under the "Additional Documents" column on the District's website at mwr.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 might arise during the administration of this Contract and seek clarification of technical or procedural aspects of this Contract. There will be a questions and answers session at the end of the meeting. Additionally, all Proposers must give their contact information to register prior to entering the Zoom Pre-Bid meeting.

The contact person for the request for proposal is Edward Jankun, Senior Civil Engineer. Mr. Jankun will provide online responses to online inquiries through the District's website.

The District reserves the right to accept any RFP or any part thereof or to reject any and all RFPs.

Metropolitan Water Reclamation District
of Greater Chicago

By Darlene A. LoCascio
Director of Procurement and Materials Management

DATE OF ADVERTISEMENT: January 10, 2024