

**NOTICE
INVITATION TO BID**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO
FOR**

SERVICES TO REMOVE HAZARDOUS MATERIALS FROM VARIOUS DISTRICT
LOCATIONS, ON AN AS NEEDED BASIS, FOR A THREE-YEAR PERIOD

CONTRACT 24-348-11

PROPOSALS ARE DUE SEPTEMBER 19, 2023

Sealed proposals, endorsed as above, will be submitted to the Metropolitan Water Reclamation District of Greater Chicago (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 Time), on the bid opening date, and will be opened publicly by the Director of Procurement and Materials Management or designee at 11:00 AM on September 19, 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 AM (Central Time) on the above scheduled bid opening 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." Bids will be deemed non-responsive if not submitted using the Bonfire-project specific URL link, provided by the District with the bidding documents.

Specifications, proposal forms and/or plans may be obtained from the Department of Procurement and Materials Management by downloading online from the District's website at www.mwrld.org: Doing Business → Procurement & 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 or call 312-751-6643.

Tenders are invited to provide all materials, equipment, transportation, labor and supervision and appurtenances needed to remove and dispose of hazardous materials from various District locations, on an "as-needed" basis, from the issuance of the purchase order in January 2024 through December 31, 2026. Hazardous materials to be mitigated include, but are not limited

to, asbestos, lead, mold, bird droppings and other decontamination related to disease, such as COVID. Funding of all contract items is subject to the Board of Commissioners' approval of the budget for those years.

The possible sites of the required work could be at all District facilities including, but not limited to:

- Stickney Water Reclamation Plant
6001 W Pershing Road, Cicero, Illinois
- Calumet Water Reclamation Plant
400 E 130th Street, Chicago, Illinois
- O'Brien Water Reclamation Plant
3500 W Howard Street, Skokie, Illinois
- Egan Water Reclamation Plant
550 South Meacham Road, Schaumburg, Illinois

The Contract is divided, for purposes of bidding, into two (2) Items. Bidders must submit bids for both Items or the bid will be rejected as non-responsive. The District intends to issue one (1) Contract to one (1) Bidder for all the work to be performed.

The estimated cost of this Contract is \$275,000.00. There is no bid deposit required. A Contractor's bond is required; see the **Agreement section** for further information.

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. 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 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 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.

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. 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.

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.

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 the 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).

Each Bidder must submit with their proposals a signed and completed **MBE/WBE Utilization Plan** which lists each business intended to be used as a MBE and WBE on pages UP-2 and UP-3 and supplemental pages as necessary. **The Bidder must sign the Signature Section page on 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, 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 the **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 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 and WBE will be viewed as non-responsive and the bid will be rejected.

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 or WBE supplier for more than 50% of each respective MBE or WBE goal, unless the Administrator has authorized a Supplier's Exception notated on page AU-1.

The Contractor must 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 MBE/WBE Utilization Plan MUST be signed by the Bidder, even if the Bidder requests a waiver and/or offers itself to meet any of the Appendix D goals. If the Bidder offers itself to satisfy any of the Appendix D goals, then its name shall be shown in the appropriate space(s) on the MBE/WBE 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 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 (3) days of receiving the written request.

The work under this Contract is classified as "General Construction Services" for the Minority-owned Business Enterprises (MBE) and Women-owned Business Enterprises (WBE) Utilization goals contained in the Affirmative Action Ordinance - Revised Appendix D.

The associated goals are **20%** Minority-owned Business Enterprises (MBE) and **10%** Women-owned Business Enterprises (WBE). Should you have any questions, please contact the Diversity Office at 312-751-4035.

It is required that the prospective Bidder indicates participation by signing each applicable MBE/WBE Utilization Plan contained with the Contract Document.

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

The contact person for this contract is Mr. Jay Carlson. This contact person will provide online responses to online inquiries.

The Voluntary Technical Pre-Bid Meeting will be held online via Zoom meeting on Thursday, August 31, 2023, at 10:00 a.m. Central 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 mwrdd.org (Doing Business → Procurement & 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 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.

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
August 23, 2023

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