

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

JOB ORDER CONTRACTING SERVICES  
CONTRACT 25-924-11

**PROPOSALS ARE DUE - Tuesday, October 14, 2025.**

Sealed Proposals, endorsed as above, will be submitted to the Metropolitan Water Reclamation District of Greater Chicago (“District”) via an electronic upload to the Euna Portal only, from the date of the Invitation to Bid, up to 11:00 AM Central Time (CT), on the bid opening date, and will be opened publicly by the Director of Procurement and Materials Management or her designee at 11:00 AM CT on October 14, 2025. The public cannot attend but can view the bid opening at <https://mwrđ.org/bid-opening/>.

**No bids will be accepted after 11:00 AM CT 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 Euna Portal (please see instructions on how to upload the bid response on pages Euna-1 and Euna-2). Please see specific instructions on how to upload your bid to the Euna portal in the bid document entitled “Submission via the Euna Portal.” The Euna link is unique to each solicitation. Bids will be deemed non-responsive if not submitted using the project-specific Euna URL link provided by the District with the bidding documents.**

This advertisement is for the award of a Job Order Contract (afterward called ‘JOC’). A JOC is a competitively bid, fixed priced indefinite quantity Contract. It includes a collection of detailed new construction, renovation and repair tasks and specifications that have established unit prices. This Contract is primarily intended for the new construction, renovation and repair of facilities under the District’s jurisdiction. Ordering is accomplished by means of issuance of a Job Order against the Contract.

The JOC awarded under this solicitation will have a minimum value of \$75,000.00 for the entire Contract (\$25,000.00 per Group) and a maximum value of \$12,000,000.00 for a 36-month term, with the option for two additional 12-month Option Terms at \$4,000,000.00 per Option Term. This JOC is divided, for purposes of bidding, into three (3) Groups, with estimated total values as follows:

GROUP A – NORTH SERVICE AREA (NSA)	\$3,000,000.00
GROUP B – STICKNEY SERVICE AREA (SSA) AND MAIN OFFICE BUILDING COMPLEX (MOBC)	\$6,000,000.00
GROUP C – CALUMET SERVICE AREA (CSA)	\$3,000,000.00

The value of each 12-month Option Term per Group is as follows:

GROUP A – NORTH SERVICE AREA (NSA)	\$1,000,000.00
GROUP B – STICKNEY SERVICE AREA (SSA) AND MAIN OFFICE BUILDING COMPLEX (MOBC)	\$2,000,000.00
GROUP C – CALUMET SERVICE AREA (CSA)	\$1,000,000.00

Funding of all Contract items is subject to the Board of Commissioners' approval of the District's budget for all years under this Contract.

Each proposal must be accompanied by a bid deposit in the form of a bid bond in the amount of twenty-five thousand dollars (\$25,000.00) per Group. Each bid bond must be underwritten by a Surety licensed to do business in the State of Illinois, listed in the latest Federal Register copy and approved by the Director of Procurement and Materials Management. The bid bond must contain signatures from the bidder and Surety company. Not providing signatures on the bid bond will result in rejecting the bid. Photographic or stamped signatures are acceptable. Any proposal submitted without being accompanied by the required bid deposit, in the stated form, will not be considered and will not be read after it is publicly opened.

THE BID DEPOSIT FOR THIS CONTRACT IS \$25,000.00 PER GROUP.

Bidders may submit a bid for any Group or combination of Groups in their Proposal. The District intends to award each Group to the lowest responsible Bidder for that Group. For any Group not bid, the bidder should insert 'NO BID' in the appropriate place. When bidding on any Group, bidders must submit bids for all Items in that Group, or the bid will be rejected as non-responsive. The District reserves the right to make additional awards under this solicitation for a period of 240 days after the opening of bids.

Each bidder must submit two adjustment factors to be applied to the established unit prices in the Construction Task Catalog® (afterward called 'CTC®') for every Group or the bid will be considered non-responsive. These same adjustment factors must apply to all the work tasks listed in the CTC®. The first adjustment factor will be applied to work anticipated to be accomplished during normal working hours. The second adjustment factor will be applied to that work anticipated to be accomplished on an accelerated schedule. The JOC concept also includes a provision for the establishment of prices for work requirements that are within the general scope of work but were not included in the CTC® at the time of Contract award. These tasks are referred to as non-pre-priced tasks. Additionally, regarding the adjustment factors mentioned above, bidders will also offer a non-pre-priced adjustment factor that is to be applied to non-pre-priced work requirements. For bid evaluation purposes only, it is estimated that 60% of the work accomplished under this Contract will be during normal working hours, 20% will be accomplished on an accelerated schedule, and 20% will be non-pre-priced.

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.mwrd.org](http://www.mwrd.org) (Doing Business → Procurement & Materials Management → Contract Announcements). No fee is required for the Contract documents. Any questions regarding the downloading of the Contract documents should be directed to the District's Contract Desk at [ContractDesk@mwrd.org](mailto:ContractDesk@mwrd.org) or (312) 751-6643.

The District assumes no liability or responsibility for the inability of any bidder to successfully download any and all Contract Documents, including but not limited to specifications, proposal forms or plans, as a result of any type of technological computer or software system 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 submitting a proposal is in doubt as to the true nature of the meaning of any part of the specifications or other Contract Documents, an 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 & Materials Management → Contract Announcements. The District will provide an online response to 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 bidding documents' bid opening date. No questions will be accepted by telephone, fax, email, mail, or any other form of delivery.

The District will only respond to questions received online up to **one week** prior to the bidding documents' bid opening date. 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 responses will be provided in adequate time to affect the submissions of bids. The District will 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.

If the prospective bidder does not receive a written interpretation prior to the bid opening, this will not be grounds for withdrawal of proposal.

The contact person for this Contract is Ms. Lisa Kursell. This contact person will provide online responses to online inquiries.

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 & Materials Management → Contract Announcements. A copy of addenda will also be emailed/faxed to each person who downloads a set of Contract Documents.

Bidders must include signed copies of any addenda or acknowledge receipt of any addenda with the proposal if the District issued any addenda to this Contract. Not doing so may be cause for 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](http://www.mwrd.org).

Prior to Contract award, the lowest responsible bidder must demonstrate compliance with the District's 2017 Multi-Project Labor Agreement ("the MPLA") by submitting to the Director of Procurement and Materials Management a signed Certificate of Compliance with the Multi-Project Labor Agreement. The MPLA and Certificate of Compliance are included in the Bid Documents.

The work under this Contract is classified as General Construction Services for the Minority Business Enterprises (MBE), Women-owned Business Enterprises (WBE), and Veteran-owned Business Enterprises (VBE) employment goals in the Affirmative Action Ordinance, Revised Appendix D and Appendix V. **The associated goals for each individual Group are 20% MBE, 10% WBE, and 3% VBE.**

The bidder will submit with the proposal a signed, notarized and completed MBE, WBE, and VBE commitment form in which bidders acknowledge the MBE, WBE, and VBE goals established in the Contract Documents and agree to meet or exceed those goals during the Contract. The bidder must sign the signature section on the MBE, WBE, and VBE commitment form and have the form notarized. Not submitting a signed and notarized MBE, WBE, and VBE commitment form will result in a bid being deemed non-responsive and the bid will be rejected.

As individual Job Orders are issued against the Contract and prior to a purchase order being issued, the bidder to whom the Contract is awarded is required to submit with the Job Order proposal a signed and completed **MBE/WBE Utilization Plan** which lists each business intended to be used as an MBE and/or 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 Job Order being rejected. Also, if a Waiver is sought, the Bidder is required to sign pages UP-4 and UP-5, which are the Signature Section and the Waiver Request Form; failure to do so will be viewed as non-responsive and the Job Order will be rejected.

As individual Job Orders are issued against the Contract prior to a purchase order being issued, the bidder to whom the Contract is awarded is required to submit an original or copy of the MBE and WBE subcontractor's letter of intent, page UP-6, and VBE Commitment Form with the Job Order proposal for each subcontractor listed on the **MBE/WBE Utilization** Plan. The submitted MBE/WBE Utilization Plan and VBE Commitment Form must be completed and signed by the subcontractor and accompanied by a copy of the subcontractor's current Letter of Certification from a state, local government or agency, or documentation demonstrating that the subcontractor is an MBE, WBE, or VBE within the Affirmative Action Ordinance Revised Appendix D and Appendix V definition.

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 an 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 MBE/WBE Utilization Plan and VBE commitment submitted with the Job Order proposal must be signed by the bidder to whom the Contract is awarded, even if the bidder requests a waiver or offers to meet any Affirmative Action Ordinance Revised Appendix D goals. If the bidder offers to satisfy any Affirmative Action Ordinance Revised Appendix D and Appendix V goals, then its name will be shown in the appropriate space(s) on the MBE/WBE Utilization Plan.

Where a bidder is business owned and controlled by a minority woman (M/WBE), or where the bidder uses 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.

It is required that the prospective bidder indicates participation by submitting with the proposal a signed, notarized and completed MBE, WBE, and VBE commitment form in which bidders acknowledge the MBE, WBE, and VBE goals stated in the Contract Documents and agree to meet or exceed those goals during the Contract.

The bidder to whom the Contract is awarded must be prepared to comply with the Affirmative Action Ordinance Revised Appendix D and Appendix V requirements for the entire Contract duration.

Any questions regarding the Affirmative Action requirements should be directed to the Diversity Department at (312) 751-4035.

A voluntary technical pre-bid meeting will be held online via a Zoom meeting on Friday, October 3, 2025, at 11:00 AM 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 [www.mwrd.org](http://www.mwrd.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 identify and discuss potential problems that might arise during the administration of this Contract, and to provide clarification of technical or procedural aspects of this Contract. There will be a question-and-answer session during the meeting. Suppliers must give contact information to register prior to entering the Zoom pre-bid meeting.

Bidders should read the bidding requirements set forth on pages R-1 through R-6, and in particular page R-2, Paragraph 6, in regards to questions on this Contract.

All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/0.01 et seq.)(the "Act"). Note that submission of certified payroll records when requested by the District's Affirmative Action Administrator in accordance with Section 14(b) of the District's Affirmative Action Ordinance does not relieve a contractor of its obligation to submit certified payroll records to the Illinois Department of Labor pursuant to the Act.

**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 17, 2025