

NOTICE

INVITATION TO BID
TO
THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO
FOR
PUBLIC TENDER OF BIDS TO LEASE FOR 10-YEAR LEASE ON 4,397± SQUARE FEET
OF DISTRICT REAL ESTATE LOCATED AT IRVING PARK
ROAD AND LONGMEADOW LANE IN HANOVER PARK, ILLINOIS.

LEASE NUMBER: 22-361-12 (RE-BID)

PROPOSALS ARE DUE: November 22, 2022

Sealed proposals, endorsed as above, must be submitted to the Metropolitan Water Reclamation District of Greater Chicago ("District") via an electronic upload to the Bonfire Portal only. See "Submission Via the Bonfire Portal" below for instruction. Proposal will be accepted from the date of the Invitation to Bid, up to 11:00 A.M. (Central Standard Time), on November 22, 2022.

NO BIDS WILL BE ACCEPTED AFTER 11:00 A.M. (CENTRAL STANDARD TIME) ON THE ABOVE SCHEDULED DUE DATE. MAILED, FAXED OR HAND DELIVERED PROPOSALS WILL NOT BE ACCEPTED. THERE IS NO BID DEPOSITORY SAFE FOR THIS PURPOSE.

The land to be leased is 4,397± square feet of District real estate located at Irving Park Road and Longmeadow Lane, Hanover Park, Cook County, Illinois. The property is improved with drive-up teller lanes under canopy, asphalt and concrete paving, concrete curbs, chain-link fencing and landscaping. Unless the lease is awarded to the current tenant occupying the property, possession of the leasehold may commence no sooner than January 1, 2023.

A representative of the Metropolitan Water Reclamation District of Greater Chicago ("District") will be at the subject real estate to facilitate an optional site visit **Thursday, November 10, 2022, from 10:00-11:00 AM (Central Standard Time).**

Attendees must sign a waiver form. Attendees must also provide their name and business affiliation to the District representative at the start of the site visit by submission of a business card or other writing. **Please note that attending the site visit is not a requirement for bidding.**

The District's Board of Commissioners has established the fair market value of the property at \$48,000.00 and the minimum initial annual rental bid at \$4,800.00. A form lease to be used in this transaction is attached hereto. The District reserves the right to make any changes or modifications to the lease as it deems necessary prior to award of any lease.

The lease shall be awarded to the highest responsible bidder in accordance with bid procedures set forth by state law 70 ILCS 2605/8c et seq, and subject to the acceptance and approval of the bid by the Board of Commissioners of the District. The highest bidder will be required to provide financial statements and/or other information to establish its financial responsibility.

Copies of the bid documents are only available online from the District's website at www.mwrd.org (DOING BUSINESS → PROCUREMENT & MATERIALS MANAGEMENT → CONTRACT ANNOUNCEMENTS). No fee is required for the bid documents. Any questions regarding the downloading of bid documents should be directed to contractdesk.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.

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 contract. Failure to do so may be caused for the rejection of any bid. Bidding documents are available only online, and any addenda issued for this contract will be available online at the District's website, www.mwrd.org (Doing Business → Procurement and Materials Management → Contract Announcements). Addenda will also be emailed/faxed to each person receiving a set of such contract 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 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.

Each proposal must be accompanied by a bid deposit to be paid to the District via ACH (Automated Clearing House) transfer in an amount equal to fifty percent (50%) of the initial annual rental based on bidder's Proposal. Payment of such bid deposit by check of any kind will not be accepted, and all bid deposits must be received no later than the bid opening time. Any proposal submitted without a timely submitted bid deposit will not be considered and will not be read after it is publicly opened.

To submit a bid deposit, visit <https://mwrd.org/form/submit-bid-deposit>, which will automatically take you to the "Submit Bid Deposit" page. You can also access that page by visiting the District's website at www.mwrd.org and taking the following path: DOING BUSINESS → PROCUREMENT & MANAGEMENT → CONTRACT ANNOUNCEMENTS → click "Submit Bid Deposit" link. At the "Submit Bid Deposit" page, click the drop-down menu for this Contract No. and select this contract, then fill in all required fields. Carefully review your information on this page and each subsequent page (SUBMIT BID DEPOSIT → PAYMENT → CONFIRMATION → RECEIPT) as you will not be allowed to continue to each next page unless all required fields are properly filled in. Upon completion of the process, an email will be sent to your attention acknowledging that payment of your bid deposit has been initiated and that payment, once approved, will be applied to your account. If you do not receive a confirmation email, please check your spam and junk email folders. Ensure the MWRD emails are not filtered as spam. Any questions concerning making such deposits should be directed to the District's Clerk/Director of Finance, Jacqueline Torres at 312-751-6500 or by email to torresj@mwrd.org, or Supervising Accountant Mete Hachim at 312-751-6516 or by email to hachimm@mwrd.org.

The required bid deposit will be forfeited in the event the successful bidder fails to execute a lease agreement within 13 days of its tender. All other deposits will be returned to the respective depositors. The form of the lease currently used for this transaction is available for inspection at the District's Law Office, and is also attached within the contract documents.

The successful bidder, if other than the initial (or lead) applicant who previously submitted two (2) appraisal reports, will pay to the District the cost for obtaining the initial applicant's 2 appraisal reports, the cost of which will be documented upon execution of the lease. In order for an unsuccessful initial applicant to be reimbursed for its costs in obtaining 2 appraisal reports previously submitted, said unsuccessful initial applicant must have submitted a qualifying bid in this matter. In addition, if not already submitted, the successful bidder will obtain at its cost a plat of survey and legal description of the subject premises and submit same to the District within 21 days of the award.

The District reserves the right to reject any or all proposals.

The District offers all prospective tenants that are awarded leases through competitive bidding the opportunity to participate in the District's **Green Infrastructure Program**. Participation is voluntary for all private non-governmental entities. Under the program, private entities can receive a credit equal to \$0.50 on the \$1.00, up to 10% of the annual rent owed to the District, capped at the first 10 years of the lease, for expenditures related to pre-approved green infrastructure. If interested, see the *Green Infrastructure Program Information Sheet* included with this Bid Package.

The District will only respond to questions received online 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 bids. The District shall provide responses 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 contact person for the request for proposal is Senior Attorney Nicholas O'Connor. This contact person will provide responses to online inquiries only. Telephone inquiries will not be accepted.

The District reserves the right to accept any Proposal or any part thereof or to reject any and all Proposals.

METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO

Darlene A. LoCascio
Director of Procurement & Materials Management

(Newspapers and dates of advertisement)
November 2, 2022, November 9, 2022, and November 16, 2022

Chicago Sun-Times