

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

BOILER TUNING AND MAINTENANCE SERVICES AT VARIOUS LOCATIONS

CONTRACT 25-647-11

PROPOSALS ARE DUE MAY 20, 2025

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 Time (CT), on the bid opening date, and will be opened publicly by the Director of Procurement and Materials Management or designee at 11:00 A.M. on May 20, 2025. The public cannot attend but can view the bid opening at <https://mwrdd.org/bid-opening>.

No bids will be accepted after 11:00 A.M. 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://mwrdd.bonfirehub.com/>). Instructions for uploading bids to the Bonfire portal are found on page BONFIRE-1, "Submission Via the Bonfire Portal", in the contract document. In addition, a list of documents required with the bid response is on page BONFIRE-2, "Required Documents to Be Included with the Bid Submission". 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.mwrdd.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@mwrdd.org or call 312-751-6643.

Tenders are invited to provide all necessary insurance, management, supervision, expertise, labor, services, transportation, tools, parts, materials, instruments, appurtenances, and equipment to tune, service, adjust, regulate, test, disassemble, reassemble, inspect, repair and maintain the boilers, deaerators tanks, steam distributions systems, city water, condensate and make-up water piping, water softeners, heating systems, condensate pumps, controls, heat exchangers, coils, and ancillary equipment at the District's various facilities for a three (3) year period.

The District will furnish general directions to the Contractor that will enable him to perform the work. The Contractor shall provide service on as-needed basis. The Contractor shall be able to provide 24-hour over-time and emergency services.

The Contract is divided, for purposes of bidding, into five Items. When submitting a proposal, the Bidder must ensure that the amount indicated for Item 5 has been added to

their total for Item 1 through Item 4B; otherwise, their bid will be deemed non-responsive and rejected.

The Bidder is further reminded that Bidders must submit bids for all 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 work to be performed.

Any Proposal which indicates multiple or alternate bids will be deemed non-responsive and will be rejected by the Director of Procurement and Materials Management.

The estimated cost of this Contract is not to exceed \$1,200,000.00.

There is no bid deposit required for this Contract.

A contractor's bond will be required. Please refer to the Agreement section and the Contractor's Bond section for additional information about this requirement.

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 (MPLA) 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 an 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 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 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 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.

Each Bidder's Utilization Plan must commit to MBE and/or WBE participation equal to or greater than the associated goals unless the Bidder indicates a partial or total waiver request on page UP-5. If a waiver from Appendix D requirements is sought, the Bidder will be required to provide documentation of "Good Faith Efforts" to meet the Appendix D utilization goals, as defined in Section 15 (e) of the Affirmative Action Ordinance Revised Appendix D. Subsequent to the bid opening, and if it is determined by the Diversity Administrator that a Contractor's Information Form is required from the apparent low Bidder, the Bidder must complete and submit the form within (3) calendar days of receiving the written request.

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

The associated goals are 5% Minority-owned Business Enterprises (MBE) and/or Women-owned Business Enterprises (WBE).

The Bidder to whom the Contract is awarded must be prepared to comply with the requirements, goals, terms, and conditions of the Appendix C, the Affirmative Action Ordinance Revised Appendix D, throughout the life of the Contract. Should you have questions, please contact the Diversity Office at 312-751-4035.

The Voluntary Technical Pre-Bid meeting will be held online via a Zoom meeting on Tuesday, May 6, 2025, at 10:30 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.

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. To schedule a site inspection, Bidders are asked to contact the Resident Engineer, Ms. Kinga Stanek, Monday through Friday, 7:00 a.m. to 1:30 p.m. CST (time) at 708-588-4113. Bidders are reminded that no questions will be taken during any site inspections. The District's website (www.mwrdd.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.

The contact person for this contract is Ms. Kinga Stanek. Ms. Stanek will provide online responses to online inquiries.

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

It is the responsibility of the Contractor to verify the applicability of the Prevailing Wage Act to this Contract with the Illinois Department of Labor. In the event the Illinois Department of Labor (IDOL) indicates the Prevailing Wage Act is not applicable to the work to be performed under this

Contract, then a copy of IDOL's written indication of this determination must accompany the Contractor's initial request for payment.

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 23, 2025