Sealed proposals, endorsed as above, will be deposited in the sealed bid depository in the lobby of the Metropolitan Water Reclamation District (District) Administration Building, 100 East Erie Street, Chicago, Illinois 60611, from the date of the invitation to Bid up to 11:00 a.m. on the bid opening date, and will be opened publicly by the Director of Procurement and Materials Management or her designee at 11:00 a.m. on March 17, 2020.

NO BIDS WILL BE ACCEPTED AFTER 11:00 A.M. ON THE ABOVE-SCHEDULED BID DATE. ALL BIDS FAXED OR ELECTRONICALLY TRANSMITTED TO THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO WILL BE RETURNED TO THE BIDDER. PROPOSALS TRANSMITTED BY U.S. MAIL OR OTHER DELIVERY WILL BE CONSIDERED ONLY WHEN SAID PROPOSALS ARE IN THE DEPOSITORY AT THE TIME FIXED FOR OPENING THEREOF. THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO DOES NOT GUARANTEE THAT THE PROPOSALS RECEIVED BY MAIL OR OTHER DELIVERY WILL BE DEPOSITED IN THE DEPOSITORY IN TIME FOR SUCH OPENING.

Tenders are invited to provide all necessary labor, supervision, tools, equipment, materials and appurtenances, including transportation necessary to perform routine monthly maintenance and repair services at various District locations, schedule annual testing and safety inspections with a qualified agency for the pertinent documents to the Office of the Illinois State Fire Marshal (OSFM) to acquire certificates of operation for the vertical transportation system(s) specified.

The Contractor agrees to comply with the requirements of the Affirmative Action Ordinance, Revised Appendix D, during the life of the Contract. As they pertain to Group A, Group B and Group C. Bidders on contracts in excess of Ten Thousand Dollars ($10,000.00) will be required to comply with the provisions of Appendix C also apply to each person receiving a set of such Contract documents and to such other prospective Bidders for any Group or combination of Groups as it may deem to be in the best interest of the District.

The estimated cost of the work under this Contract is:
- Group A – Stickney Service Area $450,386.52
- Group B – Calumet Service Area $235,082.28
- Group C – North Side Service Area $397,713.54

TOTAL $1,083,182.34

There will be no bid deposit for this Contract.

Specifications, proposal forms and/or plans may be obtained from the Department of Procurement & Materials Management, Room 508, 100 East Erie Street, Chicago, Illinois, 60611, Monday - Friday, between 8:45 a.m. and 4:15 p.m. Documents will be mailed in response to a fax request (312)751-3042. Specifications, proposal forms and/or plans are also available for download at the District’s website, WWW.MWRD.ORG. The path is as follows: Doing Business > Procurement and Materials Management > Contract Announcements. No fee is required for the Contract Documents.

Tenders are invited to provide all necessary labor, supervision, tools, equipment, materials and appurtenances, including transportation necessary to perform routine monthly maintenance and repair services at various District locations, schedule annual testing and safety inspections with a qualified agency for the pertinent documents to the Office of the Illinois State Fire Marshal (OSFM) to acquire certificates of operation for the vertical transportation system(s) specified.

The Contract is divided, for the purpose of bidding, into three Groups. Bidders may submit bids for any Group or combination of Groups as set forth in the Proposal. For any Group not bid, the bidder shall insert "NO BID" in the appropriate place. The District reserves the right to issue a Contract or Contracts to any bidder or bidders for any Group or combination of Groups as it may deem to be in the best interest of the District.

The District assumes no responsibility for documents sent through the mail. Further, 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.

Proposals must be submitted on proposal forms. Proposal forms are to be placed in the special envelope furnished by the District. If proposal forms are downloaded online from the District’s website, the Bidder is responsible to submit the complete set of contract documents. This volume is to remain intact. The Bidder shall place the complete set of contract documents in a sealed envelope clearly marked as follows:

Sealed Bid Depository, MOB Lobby
Metropolitan Water Reclamation District of Greater Chicago
100 East Erie Street
Chicago, Illinois 60611
Proposal for: Contract 20-614-11

Failure to submit the complete set of contract documents as specified may render the bid non-responsive and the bid may be rejected.

Bidders 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 cause for the rejection of any bid. Any 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. Addenda will also be mailed, delivered, or faxed to each person receiving a set of such contract documents and to such other prospective Bidders as shall have requested that they be furnished with a copy of any addenda.

Prior to award of the contract, the lowest responsible bidder must demonstrate compliance with the MWRDGC October 2019 Multi-Project Labor Agreement by submitting to the Director of Procurement and Materials Management a signed Certification of Compliance with October 2019 Multi-Project Labor Agreement (MPLA). 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 contract in excess of Ten Thousand Dollars ($10,000.00).

The Bidder to whom the Contract or Contracts is awarded must be prepared to comply with the requirements of the Affirmative Action Ordinance, Revised Appendix D, during the life of the Contract, as they pertain to Group A, Group B and Group C. The Contractor agrees to comply with the

---

**NOTICE INVITATION TO BID**

TO METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

FOR ELEVATOR MAINTENANCE AT VARIOUS LOCATIONS

CONTRACT 20-614-11

PROPOSALS ARE DUE MARCH 17, 2020
requirements, goals, terms, and conditions of the Revised Appendix D throughout the life of the Contract, as it pertains to Group A, Group B and Group C.

The type of work to be performed under the Contract is within the “Mechanical” category for establishing Small Business Enterprises (SBE), Women Business Enterprises (WBE) and Minority Business Enterprises (MBE) utilization goals. The Minority Business Enterprises (MBE), Small Business Enterprises (SBE) and Women Business Enterprises (WBE) utilization goals for this Contract are 20% Minority Business Enterprises (MBE) and/or Women’s Business Enterprises (WBE) and 10% Small Business Enterprises (SBE) for Group A, Group B and Group C.

Each Bidder must submit with their proposals a signed and completed MBE, WBE, SBE Utilization Plan which lists each business intended to be used as a MBE, WBE, SBE on pages UP-2, UP-3 and UP-4 and statements to the effect that the Bidder will sign the Supplier Utilization Plan when the Bidder to whom the Contract is awarded must be prepared to comply with the requirements of the MBE, WBE, SBE Utilization Plan. The submitted MBE, WBE, SBE Utilization Plan must be completed and signed by the subcontractor and accompanied with a copy of the subcontractor’s current Letter of Certification, signed by the Director of Procurement and Materials Management. Failure to submit a signed MBE, WBE, SBE Utilization Plan will result in a Bid being deemed as non-responsive and the bid will be rejected. Also, if a waiver is sought, the Bidder is required to sign pages UP-5 and UP-6, the Waiver Request Form; failure to do so will be viewed as non-responsive and the bid will be rejected.

Each Bidder must submit their bid package an original or facsimile copy of MBE, WBE, SBE Subcontractor’s Letter of Intent, page UP-7 for each subcontractor listed on their MBE, WBE, SBE Utilization Plan. The MBE, WBE, SBE Utilization Plan 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 an MBE, WBE, SBE within the meaning of the Revised Appendix D goals. Failure to submit the MBE, WBE, SBE Utilization Plan signed by the Bidder at the time the bid opening and the MBE, WBE, SBE Subcontractor’s Letter of Intent signed by each MBE, WBE, SBE 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, WBE, SBE supplier for more than the allowable amount which is stated in the bid 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. Any bid shall be prepared to comply with the requirements of the MBE, WBE, SBE Utilization Plan. The submitted MBE, WBE, SBE Utilization Plan must be completed and signed by the Bidder at the time the bid opening and the MBE, WBE, SBE Subcontractor’s Letter of Intent signed by each MBE, WBE, SBE will be viewed as non-responsive and the bid will be rejected.

A Mandatory Technical Pre-Bid Conference will be held on Tuesday, March 3, 2020, at 10:30 a.m., Central Standard Time, at the OSS Building Conference Room A326, Stickney Water Reclamation Plant, 6001 West Pershing Road, Cicero, IL 60804. The purpose of the Pre-Bid Technical Conference is to review the scope of work, to provide for identification and discussion of potential problems that might arise during the administration of the Contract and seek clarification of technical or procedural aspects of this Contract. Attendees are advised to bring a hard hat and appropriate footwear for an industrial type of facility, and a current copy of their business card.

All potential bidders are required to attend the mandatory Pre-Bid Conference. Bids received from Bidders who did not attend both the mandatory technical conference will not be considered. Bidders should read the bidding requirements set forth on pages R-1 through R-6, and in particular page R-2, Paragraph 6, in regard to questions on this Contract. Where a bidder is a business owned and controlled by a minority woman (M/WBE) or where the bidder utilizes a M/WBE in a joint venture or as a subcontractor, the bidder may count the M/WBE participation either toward the achievement of its MBE or WBE goal, but not both. 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 Bid Technical Conference is to 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 reserves the right to modify the 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.

Any potential Bidder with questions regarding the meaning of any part of the specifications or other bidding documents should submit such inquiries 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 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.

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 contact person for this contract is Mr. Carlos Rivero. Mr. Rivero will provide online responses to online inquiries.

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