



Purchasing Division
18 North County Street, 9th Floor
Waukegan, Illinois 60085-4350
Phone 847-377-2992
Fax 847-984-5889
purchasing@lakecountyil.gov

Award Information – 6/14/2018

Contract Information

Purchase Description: **Water, Sewer Rate and Connection Fee Study**

Contract Start Date: **Upon Contract Execution**

Initial Term: **Upon Contract Completion**

Term Dates: **n/a**

Renewals: **n/a**

Vendor Information

Company Name: **Burns & McDonnell Engineering Company, Inc.**

Address: **1431 Opus Place**

Street Address

400

Suite/Unit #

Downers Grove

City

IL

State

60515

ZIP Code

Contact Name: **Claus Dunkelberg**

Funding Account

Description: **Public Works Consulting Budget**

Budget Information: **Was included in the FY18 Budget and is within budget expectations.**

Department: **Public Works**

Department Contact: **Phil Perna**

Award Amount: _____

Bid / RFP Information

Registered Vendors: **25 (4 Local; 21 Non local)**

Responses Received: **6 (0 Local; 6 Non local)**

Intent:

Lake County invites qualified, interested firms to submit a Statement of Interest (SOI) for professional services to complete a comprehensive Rate Study. The project will include a study of the water and sewer rates and connection fees of the Lake County Department of Public Works (Department) water and sewer systems. The goals of this study are to: (1) develop rates and fees sufficient to meet the operating and capital needs of the Department and (2) to develop a rate structure based on the costs of serving the Department's diverse customer base and its service characteristics.



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Scope of Work:

The Consultant shall furnish all services as required to prepare a comprehensive Rate and Connection Fee Study. The consultant shall designate and assign a project manager who will act as the primary contact and will be responsible for the consultant's work (including sub-consultant work if applicable). To ensure the project remains on schedule, the following project management activities will be expected:

Progress Reports and Project Status Meetings – the consultant shall provide progress reports to the Department on a regular basis and shall schedule, at a mutually agreed upon frequency, progress meetings to discuss the scope of this project and the progress made by the consultant in the performance of their obligations regarding this Study.

The process of developing rates will necessitate several steps, which may include (but may not be limited to) the following:

- Determine the revenue requirement for providing water and sewer services to all customers.
- Allocate the revenue requirement to the various types of services and regions based on cost drivers.
- Design rates based on allocated costs and management objectives.
- Determine if forecasted rates are adequate to meet debt coverage requirements and generate sufficient cash flows.
- Determine financial impact if rates and connection fees are not increased.
- Evaluate consolidation of rate and connection fee service areas and reduction in the number of rates and connection fee types.
- Recommend rates that are based on the full cost of providing service.
- Recommend water rates that utilize conservation pricing. The current water rates incorporate an inclining block.
- Establish connection fees based on the future capital needs and/or depreciation.

Evaluation of Proposals:

- Consultant's experience with similar projects comparable in type, size, and complexity.
- Qualifications of the Consultant's staff assigned to perform the work with this project.
- Consultant's understanding of the required tasks and needs as demonstrated in the Consultant's scope of services.
- Quality of Sample Deliverables.

Department Recommendation:

Based on the evaluation criteria and the interview Lake County Public Works selected Burns & McDonnell Engineering Company, Inc. as the most qualified proposer that meets the County's needs.