

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO
PROFESSIONAL CONSULTANT RESUME

Date: _____

1. GENERAL INFORMATION

1.1. Firm Name: _____

1.2. Secretary of State Corporation Number: _____

1.3. Type of Organization:

☐ Sole Proprietorship ☐ Partnership ☐ Corporation ☐ S-Type Corp ☐ Other (attach explanation)

1.4. Former Name(s) if any, year established, and states where licensed or incorporated:

1.5. Contact Information Chicago Area Office: ☐ Check Here if your Chicago Area office is the Main Office

Street Address Line 1: _____

Street Address Line 2: _____

City, State, Zip: _____

Phone: (____) ____ - ____ Fax (____) ____ - ____

Contact Person and Title: _____

Contact Phone Number: _____

Contact e-mail: _____

1.6. If Chicago Area Office is Not Your Main Office, Please Provide Main Office Information

Street Address Line 1: _____

Street Address Line 2: _____

City, State, Zip: _____

Phone: (____) ____ - ____ Fax (____) ____ - ____

Contact Person and Title: _____

Contact Phone Number: _____

Contact e-mail: _____

1.7. Please Provide Contact Information of Other Offices in Attachment Labeled 1.7

1.8. Principal(s) of Firm: _____

2. PERSONNEL

2.1. Enclose an accounting for personnel assigned to each Chicago area office. List number of staff by discipline or type of expertise (per listing in item 4), and of those, how many possess licenses and certifications (eg. Structural Engineer, Professional Engineer, Architect, Professional Land Surveyor, etc.). Each individual should be accounted for only once.

3. FINANCIAL

3.1. Please list the total number of employees and payroll costs for each of the last five years

Year	Chicago Area Offices		All U.S. Offices	
	Average Total Number of Employees	Total Direct Payroll Cost	Average Total Number of Employees	Total Direct Payroll Cost

4. FIRM'S EXPERTISE

- 4.1. Check the types of expertise and extent of services which your firm's staff can perform.
- 4.2. Rank your firm's top **10** areas of expertise with numbers 1 through 10, with a rank of "1" for your firm's strongest area.
- 4.3. Using the check box in column 4.3, indicate if the talent for this expertise is located at the Chicago area office.

Item #	Type of Expertise	Rank	Engineering Phase			4.3 Chicago Area Expertise
			Feasibility Studies, Reports, Planning, and Preliminary Engineering	Detailed final design; including construction plans, specification & estimates	Construction Management/ Resident Engineering	
Architectural						
1.a	Acoustical/ Noise Control					
1.b	Architectural Design					
1.c	Fire, Health, Life Safety Assessments					
1.d	Security Engineering					
1.e	Interior Design/Space Studies					
1.f	Landscaping					
1.g	Park and Recreational Facilities					
1.h	Sustainable Facilities Design					
Civil/Environmental Engineering						
2.a	Hydrology and Hydraulics					
2.b	Stormwater Facilities: Structural (Pumping Stations, Dikes, Reservoirs, etc)					
2.c	Stormwater Facilities: Non-Structural (wetlands, erosion control, green design, etc.)					
2.d	Water Treatment, Storage and Distribution					
2.e	Wastewater Treatment Plant Design					
2.f	Sewer Design/Rehab					
2.g	Solid Waste					
2.h	Hazardous Waste					
2.i	Biosolids Handling/ Utilization					
2.j	Industrial Waste Treatment					
2.k	Urban Planning/ Land Development					
2.l	Dams, Locks & Hydropower					
2.m	Transportation/Roadway					
2.n	Tunnel Design					
2.o	Aerial Mapping					
2.p	Phase I Environmental Site Assessment					

Item #	Type of Expertise	Rank	Engineering Phase			4.3 Chicago Area Expertise
			Feasibility Studies, Reports, Planning, and Preliminary Engineering	Detailed final design; including construction plans, specification & estimates	Construction Management/ Resident Engineering	
2.q	Phase II Environmental Site Investigation					
Construction Engineering						
3.a	Construction Management (Scheduling, Cost Estimating, Resident Engineer)					
3.b	Land/Property Line Survey					
3.c	Program Management					
3.d	Construction Material and Equipment Testing/ Inspection Services					
3.e	Construction Claims					
3.f	Litigation Support					
3.g	Land Acquisition					
Electrical Engineering						
4.a	Power Distribution					
4.b	Instrumentation and Controls					
4.c	Specialty (Solar Power, etc.) List below					
Mechanical Engineering						
5.a	Pumps, Motors, Blowers					
5.b	HVAC, Plumbing, Piping					
5.c	Elevators and Conveyors					
5.d	Steam Boilers and Distribution					
Geotechnical Engineering						
6.a	Foundations					
6.b	Soils					
6.c	Rock Mechanics					
Structural Engineering						
7.a	Inground and Underground Structures					
7.b	Buildings					
7.c	Bridges and Bridge Inspections					
7.d	Forensic Engineering/Failure Analysis					
Special Related Services						
8.a	Plant and Process Modeling (GPS-X, CFD, e.g.)					
8.b	GIS/Asset Management					
8.c	Engineering Software Management/Implementation					
8.d	Document Management					
8.e	Vibration Analysis					
8.f	Other (List below)					

4.4 List and specialty electrical engineering in 4.c and special related services in 8.f above:

5. Please Identify Computer-Aided-Drafting (CAD) tool(s) that your firm presently owns licenses for: _____
6. Please identify Engineering Software Packages that are used as standard design tools for your firm (users highly proficient using):

7. EXPERIENCE

- 7.1 Enclose a detailed resume for each of the principals, associates and other key individuals in the Chicago area office. Attachment shall be labeled 7.1.
- 7.2 For the previous three year period, enclose a brief summary of relevant projects your firm was engaged in as a consultant. Classify each project into one or more of the following fee categories:
a) Less Than \$100,000
b) Between \$100,000 and \$1,000,000
c) Greater than \$1,000,000
Indicates the consultant's fee, name and type of project, contact information of the owner including name, address, phone number and contact person, construction cost (estimated and actual if available), type of work performed by your firm, and the year the work was complete (or scheduled to be complete). Attachment shall be labeled 7.2.

8. JUDGEMENT

- 8.1. Have any of the principals, associates, or key members of your firm had his/her professional license suspended or revoked in any state?
☐ No ☐ Yes (Include Details)
- 8.2. Has any civil suit or legal action been taken against your firm involving a claim for over \$10,000 during the previous 10-year period?
☐ No ☐ Yes (Include Details)

9. OTHER INFORMATION

- 9.1. If applicable, indicate your firm's status at the District with respect to the following Protected Class Business Classifications:
☐ Minority Business ☐ Women Owned Business ☐ Small Business Enterprise
- 9.2. Attach other information deemed pertinent.

Submitted By:

Signature

Print Name

Title