



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

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Title: Authority to award Contract 10-009-11, Furnish and Deliver Cloths, Paper Towels and Toilet Tissue to Various Locations for a One (1) Year Period, Group A to Brad's Sales Company, Inc., in an amount not to exceed \$5,425.00, and to Chemcraft Industries, Inc., for Groups B and C, for a total amount not to exceed \$93,312.50, Account 101-20000-623660

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Date	Ver.	Action By	Action	Result
11/4/2010	1	Committee of the Whole	Recommended	Pass
11/4/2010	1	Board of Commissioners	Approved	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 4, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authority to award Contract 10-009-11, Furnish and Deliver Cloths, Paper Towels and Toilet Tissue to Various Locations for a One (1) Year Period, Group A to Brad's Sales Company, Inc., in an amount not to exceed \$5,425.00, and to Chemcraft Industries, Inc., for Groups B and C, for a total amount not to exceed \$93,312.50, Account 101-20000-623660

Dear Sir:

On September 2, 2010, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 10-009-11 furnish and deliver cloths, paper towels and toilet tissue to various locations for a one (1) year period, beginning approximately November 1, 2010 and ending October 31, 2011.

In response to a public advertisement of September 15, 2010, a bid opening was held on October 5, 2010. The bid tabulation for this contract is:

GROUP A: CLOTHS

BRAD'S SALES COMPANY, INC.	\$5,425.00
CHEMCRAFT INDUSTRIES, INC.	\$6,160.00
WIPECO, INC.	\$6,475.00
S&J INDUSTRIAL SUPPLY CORP.	\$7,777.00

GROUP B: PAPER TOWELS

CHEMCRAFT INDUSTRIES, INC.	\$67,316.50
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S&J INDUSTRIAL SUPPLY CORP.	\$78,248.70
<u>GROUP C: TOILET TISSUE</u>	
CHEMCRAFT INDUSTRIES, INC.	\$25,996.00
S&J INDUSTRIAL SUPPLY CORP.	\$37,209.20

Three hundred twenty (320) companies were notified of the contract being advertised and twenty three (23) companies requested specifications.

Brad's Sales Company, Inc., the lowest responsible bidder for Group A, is proposing to perform the contract in accordance with the specifications. The estimated cost for Group A of this contract was \$5,500.00, placing the total bid of \$5,425.00 approximately 1.4 percent below the estimate.

Chemcraft Industries, Inc., the lowest responsible bidder for Groups B and C, is proposing to perform the contract in accordance with the specifications. The estimated cost for Groups B and C of this contract was \$93,500.00, placing the bid amount of \$93,312.50 approximately equal to the estimate.

The Multi-Project Labor Agreement (MPLA) is not applicable to this contract because it is primarily a furnish and deliver contract.

Revised Appendix D is not included in this contract because it is primarily a furnish and deliver contract.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to award Contract 10-009-11, to Brad's Sales Company, Inc., in an amount not to exceed \$5,425.00 for Group A, and to Chemcraft Industries, Inc., in an amount not to exceed \$93,312.50 for Groups B and C.

Purchase orders will be issued for the material as required. Payment will be based on the unit cost as indicated in the contract documents. The bid deposit in the amount of \$5,000.00 for Groups B and C, will be retained in lieu of a performance bond which is satisfactory to the Law Department and approved by the Director of Procurement and Materials Management. There was no bid deposit required for Group A. Funds are available in Account 101-20000-623660.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:MB:dp
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for November 4, 2010