



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

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Title: Authorization to forfeit Contract 14-030-11, Furnish and Deliver Miscellaneous Lubricants to Various Locations, for a One (1) Year Period, Items 1 and 2 to Intek Technology Inc., in an amount not to exceed \$4,971.75, Account 101-20000-623860

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|----------|------|------------------------|-------------|--------|
| 4/9/2015 | 1 | Board of Commissioners | Approved | Pass |
| 4/9/2015 | 1 | Committee of the Whole | Recommended | Pass |

TRANSMITTAL LETTER FOR BOARD MEETING OF APRIL 9, 2015

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authorization to forfeit Contract 14-030-11, Furnish and Deliver Miscellaneous Lubricants to Various Locations, for a One (1) Year Period, Items 1 and 2 to Intek Technology Inc., in an amount not to exceed \$4,971.75, Account 101-20000-623860

Dear Sir:

On August 7, 2014, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 14-030-11 Furnish and Deliver Miscellaneous Lubricants to Various Locations for a One (1) Year Period, beginning approximately November 1, 2014 and ending October 31, 2015.

In response to a public advertisement of August 20, 2014, a bid opening was held on September 9, 2014. On October 16, 2014, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 14-030-11, Items 1 and 2 to Intek Technology Inc., in an amount not to exceed \$4,971.75.

Intek Technology Inc., the lowest bidder for Contract 14-030-11, for item 1 (synthetic oil - 55 gallon drum) and item 2 (special lubricant - 55 gallon drum), was awarded a contract at the October 16, 2014 Board Meeting.

On March 17, 2015, Intek Technology Inc., notified the District that they cannot supply the lubricants listed in the contract specifications. The Director of Procurement and Materials Management has therefore advised Intek Technology Inc., that their contract will be forfeited in accordance with Section 70 ILCS 2605/11.11 of the Purchasing Act. This firm will not be considered a responsible bidder for a one year period.

In view of the foregoing, the Director of Procurement and Materials Management recommends the award of Contract 14-030-11, Items 1 and 2, to Intek Technology Inc., in an amount of \$4,971.75, be forfeited. There is no bid deposit for this contract.

Items 1 and 2 will be procured immediately on the open market on an as needed basis.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:MB:jt
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 April 9, 2015