



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF APRIL 3, 2014

COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement with YSI Incorporated, for Pay-Per-Use Preventive Maintenance for YSI Water Quality Instruments, in an amount not to exceed \$36,000.00, Account 101-16000-612970, Requisition 1367995

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with YSI Incorporated (YSI), for pay-per-use preventive maintenance for YSI water quality instruments. This purchase order will expire on March 31, 2016.

YSI, the sole-service provider of pay-per-use preventive maintenance for YSI water quality instruments has submitted pricing for the services and parts required. Inasmuch as YSI, is the only source of supply for the services and parts required, nothing would be gained by advertising for bids (Section 11.4 of the Purchasing Act).

YSI is not registered to transact business in Illinois, but has submitted a certificate of good standing from the State of Ohio. The Department of Procurement and Materials Management has received approval from the Executive Director to move forward with the recommendation to award.

The Multi-Project Labor Agreement is not applicable due to the specialized nature of the services required.

In view of the foregoing it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order and enter into an agreement with YSI, in an amount not to exceed \$36,000.00.

Funds for the 2014 expenditure, in the amount of \$14,000.00, are available in Account 101-16000-612970. The estimated expenditure for 2015 is \$16,000.00, and 2016 is \$6,000.00. Funds for the 2015 and 2016 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Thomas C. Granato, Director of Monitoring and Research, TCG:MPC:KB:mh
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management
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 3, 2014