



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 14-0964, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 4, 2014

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 14-438-11 Furnish, Deliver, and Install One (1) Two-Color Offset Printing Press with a Thirty-Six (36) Month Maintenance Agreement, estimated cost \$94,080.00, Accounts 101-15000-634990 and 612800, Requisition 1384291

Dear Sir:

Contract documents and specifications have been prepared to furnish, deliver, and install one (1) two-color offset printing press with a thirty-six (36) month maintenance agreement.

The purpose of this contract is to replace the existing twenty-nine (29) year old printing press with a more cost efficient two-color offset printing press that will allow us to shorten the length and reduce the number of various printing jobs and production runs.

The estimated cost for this contract is \$94,080.00. The estimated 2014, 2016, and 2017 expenditures are \$76,400.00, \$8,840.00, and \$8,840.00, respectively. Any repairs and maintenance required in 2015 will be provided free of charge under warranty.

The bid deposit for this contract is \$4,700.00.

The contract specifications require that all equipment is to be in place and operating no later than twenty-one (21) business days after receipt of the purchase order and the remainder of the contract shall be completed by December 31, 2017.

The Multi-Project Labor Agreement will not be included in this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Interim Ordinance Appendix D is not included in this contract because it is primarily a furnish and deliver contract.

The tentative schedule for this contract is as follows:

Advertise September 10, 2014

Bid Opening September 30, 2014

Award November 6, 2014

Completion December 31, 2017

Funds for the 2014 expenditures in the amount of \$76,400.00 are available in Account 101-15000-634990. Funds for the 2016, and 2017 expenditures in Account 101-15000-612800 are contingent upon the Board of Commissioners' approval of the District's budget for those years.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 14-438-11.

Requested, Eileen M. McElligott, Administrative Services Manager, BKS:SL:MW:WG
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 September 4, 2014