



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 14-1359, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 20, 2014**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 14-045-11 to Sun-Times Media Productions, LLC, to Publish Invitations to Bid for Contracts, Legal Notices for Original Entrance and Promotional Civil Service Examinations, and Other Legal Notices for a One-Year Period, in an amount not to exceed \$58,100.00, Account 101-20000-612360, Requisition 1384301

Dear Sir:

On September 4, 2014 the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 14-045-11, Publish Invitations to Bid for Contracts, Legal Notices for Original Entrance and Promotional Civil Service Examinations, and Other Legal Notices for a One-Year Period.

In response to a public advertisement of October 1, 2014, a bid opening was held on October 14, 2014. The bid tabulation for this contract is:

SUN-TIMES MEDIA PRODUCTIONS, LLC	\$58,100.00
TRIBUNE PUBLISHING COMPANY, LLC	\$70,000.00

Forty-two (42) companies were notified of this contract being advertised and five (5) companies requested specifications.

Sun-Times Media Productions, LLC, the lowest responsible bidder, is proposing to perform the contract in accordance with specifications. The estimated cost for this contract was \$75,000.00, placing the bid of \$58,100.00 approximately 22.5 percent below the estimate.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to award Contract 14-045-11, to Sun-Times Media Productions, LLC, in an amount not to exceed \$58,100.00. A purchase order will be issued for the services as required. Payment will be based on the unit cost as indicated in the contract documents.

Funds are available in Account 101-20000-612360.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:np  
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 20, 2014.