



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 14-1497, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 18, 2014

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to award Contract 14-040-11 Furnish and Deliver Computer Supplies to Various Locations for a One (1) Year Period, Group B, to Midwest Computer Products, Inc., in an amount not to exceed \$28,528.00, Account 101-20000-623810

Dear Sir:

On May 1, 2014, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 14-040-11 furnish and deliver computer supplies to various locations for a one (1) year period, beginning approximately August 1, 2014 and ending July 31, 2015.

In response to a public advertisement of May 14, 2014, a bid opening was held on June 10, 2014. The bid tabulation for this contract is:

GROUP B: BLACK LASER TONER CARTRIDGES

BEBON OFFICE MACHINES

*\$18,640.10

MIDWEST COMPUTER PRODUCTS, INC.

\$28,528.00

*Corrected total

Five hundred two (502) companies were notified of this contract being advertised and thirty-five (35) companies requested specifications.

On August 7, 2014, The Board of Commissioners awarded Contract 14-040-11, Group B, to Bebon Office Machines.

Bebon Office Machines has not delivered any material ordered under this contract since its start on August 7, 2014. Further, on November 20, 2014, Bebon Office Machines informed the Director of Procurement and Materials Management that it could not guarantee the bid pricing for Item 17 for the term of the contract. Therefore, Bebon Office Machines is non-responsive, and their contract has been forfeited at this meeting under a separate action. Bebon Office Machines has been notified of this action.

Midwest Computer Products, Inc., the next lowest responsible bidder for Group B, is proposing to perform the contract in accordance with the specifications. The estimated cost for Group B was \$26,000.00, placing the total bid of \$28,528.00 approximately 9.7 percent over the estimate.

The Multi-Project Labor Agreement (MPLA) is not applicable to 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.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to award Contract 14-040-11, Group B, to Midwest Computer Products, Inc., in an amount not to exceed \$28,528.00.

Purchase orders will be issued when material is required. Payment will be based on the unit cost as indicated in the contract documents.

Funds are available in Account 101-20000-623810.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:JN: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 December 18, 2014

Attachment