



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 15-0613, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JUNE 18, 2015

COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 15-106-11 Furnish and Deliver Contract Laboratory Technicians for various locations, estimated cost \$360,000.00, Account 101-16000-612490, Requisition 1397583

Dear Sir:

Contract documents and specifications have been prepared to furnish and deliver contract laboratory technicians for various locations, for a three-year period, for the Monitoring and Research (M&R) Department. This purchase order will expire June 30, 2018.

Contract laboratory technicians are needed to perform necessary work when regular laboratory personnel are absent due to disability, extended illness, leaves of absence and vacation at any of the M&R Department laboratories. Due to the current heavy workload of the laboratories, the absence of regular personnel causes an unacceptable backlog of high-priority analytical work. This contract will alleviate such situations. In addition, technicians will be utilized by the Environmental Monitoring and Research Division for special field studies.

It is estimated that approximately four (4) full time equivalent jobs will be created.

The estimated cost for this contract is \$360,000.00. The estimated 2015, 2016, 2017, and 2018 expenditures are \$60,000.00, \$120,000.00, \$120,000.00 and \$60,000.00 respectively.

The bid deposit for this contract is \$18,000.00.

The Multi-Project Labor Agreement (MPLA) is not included in this contract because the classification of work does not fall within the provisions of the MPLA.

The Affirmative Action Interim Ordinance Appendix A is not included in because it does not provide practical or cost effective opportunities for direct or indirect subcontracting.

The tentative schedule for this contract is as follows:

Advertise	July 1, 2015
Bid Opening	July 21, 2015
Award	August 6, 2015
Completion	June 30, 2018

Funds for the current year are available in Account 101-16000-612490. Funds for subsequent years, 2016, 2017, and 2018 are contingent on 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 15-106-11.

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 June 18, 2015