



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 15-0818, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 6, 2015**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 15-104-11, Furnish and Deliver Repairs, Service and Parts for American Sigma/Hach Auto Samplers, Flowmeters and Sampling Accessories to Hach Company, in an amount not to exceed \$62,377.85, Accounts 101-16000-612970, 623570, Requisition 1395918

Dear Sir:

On April 23, 2015, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 15-104-11, Furnish and Deliver Repairs, Service and Parts for American Sigma/Hach Auto Samplers, Flowmeters and Sampling Accessories.

In response to a public advertisement of May 27, 2015, a bid opening was held on June 16, 2015. The bid tabulation for this contract is:

HACH COMPANY	\$62,377.85
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One thousand one hundred ninety-five (1,195) companies were notified of this contract being advertised and twelve (12) companies requested specifications.

The Director of Procurement and Materials Management has reviewed the bidders' list for this contract, and is satisfied that the market for this service has been adequately solicited. A planholders' survey revealed the following reasons for not bidding: could not provide the parts and/or services requested. In light of these findings, the Director of Procurement and Materials Management is of the opinion that the bid received is a fair and reasonable price, and nothing would be gained by rejecting the sole bid and re-advertising this contract.

Hach Company, the sole bidder, is proposing to perform the contract in accordance with the specifications.

The estimated cost for this contract was \$57,360.00, placing the bid of \$62,377.85, approximately 8.8 percent above the estimate.

The contract will expire approximately two years after the date of purchase order.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order for Contract 15-104-11 to Hach Company, in an amount not to exceed \$62,377.85.

The bid deposit, in the amount of \$2,868.35, will be retained in lieu of a performance bond, which is satisfactory to the Law Department and approved by the Director of Procurement and Materials Management.

Funds for the 2015 expenditure, in the amount of \$15,600.00, are available in Accounts 101-16000-612970,

623570. The estimated expenditures for 2016 are \$27,000.00, and 2017 are \$19,777.85. Funds for the 2016 and 2017 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:cm  
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 August 6, 2015