



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 15-1184, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 5, 2015**

#### COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement for Contract 15-RFP-16 Furnish, Deliver, and Install a Building Automation System (BAS) at the Main Office Building Complex (MOBC) with Anchor Mechanical, Inc., in an amount not to exceed \$41,012.50, Account 201-50000-645680, Requisition 1397944

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Anchor Mechanical, Inc.

This request for proposal is to replace the current outdated BAS at the Main Office Building Annex, replace the alarm monitoring system at the Main Office Building, and integrate both into one BAS.

Contract 15-RFP-16 was advertised on June 24, 2015. Three hundred (300) firms were notified, with sixteen (16) requesting proposals. Two (2) bid proposals were received on August 7, 2015 from Anchor Mechanical, Inc. and Johnson Controls, Inc.

The two (2) proposals were reviewed and evaluated by a panel consisting of one (1) representative from General Administration, one (1) representative from the Engineering Department, one (1) representative from the Information Technology Department, and one (1) representative from the Department of Procurement & Materials Management. Each department provided one (1) review for each firm.

The proposals were reviewed on the criteria stated in the RFP, such as understanding and approach to the scope of work, consultant technical qualifications, cost of services, financial stability, and insurance requirements. Following the panel's evaluation, both firms gave a presentation, responded to questions, and provided their best and final offer on cost to the District.

Based on the evaluation of the technical proposals and the interviews conducted by the evaluation team, and the Best and Final Offer, Anchor Mechanical, Inc. received the highest composite rating. The firm's score reflects their thorough understanding of the project and detailed approach to the work.

The agreement will begin upon execution of the District's Agreement and/or Bond by Anchor Mechanical, Inc. and their Surety Company representative and continue through December 31, 2015.

Inasmuch as Anchor Mechanical, Inc. possesses the high degree of professional skill necessary to provide the services required, it is recommended that the Director of Procurement & Materials Management be authorized to issue a purchase order and enter into an agreement per Section 11.4 of the Purchasing Act, in an amount not to exceed \$41,012.50.

Funds are available in Account 201-50000-645680.

Requested, Eileen M. McElligott, Administrative Services Manager, SKL:WG  
Recommended, Darlene A. LoCascio, Director of Procurement & 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 November 5, 2015