



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 15-1185, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 5, 2015

COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 16-405-11, Provide Maintenance and Printing Supplies for Xerox Nuvera 288 and DocuColor 7002 at the MWRDGC Print Shop for a Thirty-Six Month Period, estimated cost \$251,900.00, Account 101-15000-612800, Requisition 1405141

Dear Sir:

Contract documents and specifications have been prepared to provide maintenance and printing supplies for Xerox Nuvera 288 and DocuColor 7002 at the MWRDGC Print Shop for a thirty-six month period. This contract begins on January 1, 2016 and ends on December 31, 2018.

The purpose of this contract is to provide maintenance and printing supplies for the Nuvera 288 and Docucolor 7002 printers located in the District Print Shop.

The estimated cost for this contract is \$251,900.00. The estimated 2016, 2017, and 2018 expenditures are \$60,500.00, \$95,700.00, and \$95,700.00 respectively.

The bid deposit for this contract is \$12,500.00.

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

The Affirmative Action Ordinance, Revised Appendix D is not included in this contract because the type of maintenance, work, supplies, and estimated costs for this project did not provide a sufficient pool of MBEs, WBEs, and SBEs.

The tentative schedule for this contract is as follows:

| | |
|-------------|-------------------|
| Advertise | November 11, 2015 |
| Bid Opening | December 1, 2015 |
| Award | December 17, 2015 |
| Completion | December 31, 2018 |

Funds are being requested in 2016, in Account 101-15000-612800, and are contingent on the Board of Commissioners' approval of the District's budget for that year. Funds for subsequent years, 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 16-405-11.

Requested, Eileen M. McElligott, Administrative Services Manager, SKL: MW: BTS

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 November 5, 201