



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 15-1294, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 19, 2015

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 15-045-11, Publish Invitations to Bid for Contracts, Legal Notices for Original Entrance and Promotional Civil Service Examinations, and Other Legal Notices for a One-Year Period, to Sun-Times Media Productions, LLC, in an amount not to exceed \$76,260.00, Account 101-20000-612360, Requisition 1403267

Dear Sir:

On September 3, 2015, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 15-045-11, Publish Invitations to Bid for Contracts, Legal Notices for Original Entrance and Promotional Civil Service Examinations, and Other Legal Notices for a One-Year Period.

In response to a public advertisement of September 16, 2015, a bid opening was held on October 6, 2015. The bid tabulation for this contract is:

SUN-TIMES MEDIA PRODUCTIONS, LLC	\$76,260.00
TRIBUNE PUBLISHING COMPANY, LLC	\$139,500.00
THE LAWDALE NEWS	*\$260,400.00
CHICAGO DEFENDER PUBLISHING	\$279,000.00
*Corrected total	

Forty-two (42) companies were notified of this contract being advertised and nine (9) companies requested specifications.

Sun-Times Media Productions, LLC, the lowest responsible bidder, is proposing to perform the contract in accordance with specifications. The estimated cost for this contract was \$84,000.00, placing the bid of \$76,260.00 approximately 9.2 percent below the estimate.

The contract will be completed by November 30, 2016.

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 15-045-11, to Sun-Times Media Productions, LLC, in an amount not to exceed \$76,260.00. A purchase order will be issued for the services as required. Payment will be based on the unit cost as indicated in the contract documents.

Funds for the 2015 expenditure in the amount of \$6,355.00 are available in Account 101-20000-612360. The estimated expenditure for 2016 is \$69,905.00. Funds for the 2016 expenditure is contingent on the Board of Commissioners' approval of the District's budget for that year.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:CD: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 November 19, 2015