



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-0127, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF FEBRUARY 2, 2017**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 17-104-11, Furnish and Deliver Preventive Maintenance on Laboratory Balances, to John F. Starmann Co., d/b/a C & M Scale Company, in an amount not to exceed \$35,816.00, Account 101-16000-612970, Requisition 1437855

Dear Sir:

On November 17, 2016, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 17-104-11, Furnish and Deliver Preventive Maintenance on Laboratory Balances. The contract will expire on December 31, 2019.

In response to a public advertisement of December 7, 2016, a bid opening was held on December 20, 2017. The bid tabulation for this contract is:

JOHN F. STARMANN CO. D/B/A C & M SCALE COMPANY	\$33,816.00
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One hundred sixty-eight (168) companies were notified of this contract being advertised and eight (8) 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 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.

John F. Starmann Co. d/b/a C & M Scale Company, the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$30,000.00, placing their bid of \$33,816.00 approximately 12.7 percent above the estimate.

The Multi-Project Labor Agreement was not included in this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Ordinance, Revised Appendix D was not included in this contract because it is primarily a furnish and deliver contract.

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 17-104-11 to John F. Starmann Co., d/b/a C & M Scale Company, in an amount not to exceed \$33,816.00.

No bid deposit was required for this contract.

Funds for the 2017 expenditures, in the amount of \$11,272.00, are available in Account 101-16000-612970. The estimated expenditures for 2018 are \$11,272.00, and for 2019 are \$11,272.00. Funds for the 2018 and 2019 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 February 2, 2017