



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-0234, **Version:** 1

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

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Report on advertisement of Request for Proposal 17-RFP-23 Provide Food Services at the Main Office Building and at the Stickney Water Reclamation Plant for a Thirty-Six (36) Month Period, estimated cost \$126,000.00, Account 101-15000-612490, Requisition 1458946

Dear Sir:

Request for Proposal (RFP) documents have been prepared to Provide Food Services at the Main Office Building and at the Stickney Water Reclamation Plant for a Thirty-Six (36) Month Period, at the request of General Administration.

The purpose of this contract is to sell and dispense prepared foods, food products, candy, confections, and non-alcoholic beverages at the two (2) District cafeterias.

The estimated cost for this RFP is \$126,000.00.

A bid deposit is not required for this RFP.

Appendix A will not be included due to the scope of work performed under this RFP.

The tentative schedule for this contract is as follows:

|                    |                |
|--------------------|----------------|
| Advertise          | March 22, 2017 |
| Proposals Received | April 7, 2017  |
| Award              | April 20, 2017 |
| Completion         | April 30, 2020 |

Funds for the 2017 expenditures in the amount of \$28,000.00 are available in Account 101-15000-612490. The estimated expenditure for 2018 is \$42,000.00, for 2019 is \$42,000.00, and for 2020 is \$14,000.00. Funds for 2018, 2019, and 2020 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Eileen M. McElligott, Administrative Services Officer  
Respectfully Submitted, Darlene A. LoCascio, Director of Procurement and Materials Management