



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 17-0239, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MARCH 2, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase orders to Graybar Electric Company, Inc., to Furnish and Deliver Electrical Catalog Products, under the U.S. Communities Cooperative Purchasing Contract #MA-IS-1340234-10, in an amount not to exceed \$77,800.00, Accounts 101-15000, 66000, 67000, 68000, 69000-623070, Requisitions 1358192, 1437172, 1440548, 1456131 and 1457667

Dear Sir:

U. S. Communities Government Purchasing Alliance has a competitively bid contract for the above captioned subject with Graybar Electric Company, Inc. The District is registered with and uses the U.S. Communities Program. Authorization is requested to issue purchase orders to Graybar Electric Company, Inc., to furnish and deliver electrical catalog products, under U.S. Communities Cooperative Purchasing Contract #MA-IS-1340234-10. The agreement between U.S. Communities and Graybar Electric Company, Inc., has a term of three years, from April 1, 2013 through March 31, 2016, with two optional one-year extensions after the initial three-year term. The first one-year extension, from March 31, 2016 to March 31, 2017 was approved January 19, 2016. The second one-year extension, from March 31, 2017 to March 31, 2018 was approved February 15, 2017. The Metropolitan Water Reclamation District of Greater Chicago has the ability to participate under State Statute (5 ILCS 220), the Intergovernmental Cooperation Act.

Departments participating on this contract are Maintenance and Operations and General Administration. The departments will issue requisitions each year for this contract. The amount of \$77,800.00 is for the period ending March 31, 2018.

The Procurement and Materials Management Department believes that participating on the U.S. Communities contract will reduce the number of open orders, expedite the ordering and delivery of items such as: electric materials required to power buildings, lighting materials, monitoring equipment and security products not carried in the storerooms, as well as reducing administrative costs.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue purchase orders to Graybar Electric Company, Inc., for a total amount not to exceed \$77,800.00.

Funds are available in Accounts 101-15000, 66000, 67000, 68000, 69000-623070.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:JN:sk
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 March 2, 2017