



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 17-0525, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 18, 2017

COMMITTEE ON PROCUREMENT

David St. Pierre, Executive Director

Issue purchase order for Contract 17-105-11, Provide Analyses on High Strength Organic Material Samples, to Environmental Monitoring and Technologies, Inc., in an amount not to exceed \$11,400.00, Account 101-16000-612430, Requisition 1441306

Dear Sir:

On March 2, 2017, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 17-105-11, Provide Analyses on High Strength Organic Material Samples.

In response to a public advertisement of April 5, 2017, a bid opening was held on April 18, 2017. The bid tabulation for this contract is:

ENVIRONMENTAL MONITORING AND TECHNOLOGIES, INC.	\$11,400.00
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Three hundred sixty-eight (368) companies were notified of this contract being advertised and thirteen (13) 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 reason 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.

Environmental Monitoring and Technologies, Inc., the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$25,000.00, placing their bid of \$11,400.00 approximately 54.4 percent below the estimate.

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

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

The contract will expire on December 31, 2018.

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 17-105-11 to Environmental Monitoring and Technologies,

Inc., in an amount not to exceed \$11,400.00.

There was no bid deposit for this contract.

Funds are available in Account 101-16000-612430.

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 May 18, 2017