



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF JUNE 15, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to award Contract 17-027-12 (Re-Bid), Furnish and Deliver Glass and Plastic Labware to Various Locations for a One (1) Year Period, Group D to Environmental Express, Inc., in an amount not to exceed \$18,592.00, Account 101-20000-623570

Dear Sir:

On January 5, 2017, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 17-027-11 furnish and deliver glass and plastic labware to various locations for a one (1) year period, beginning approximately April 1, 2017 and ending March 31, 2018.

In response to a public advertisement on January 25, 2017, a bid opening was held on February 14, 2017. At the Board meeting of April 20, 2017, Groups A, B, and C were awarded and Group D was rejected as reported.

In response to a public re-advertisement on May 10, 2017, a bid opening was held on May 23, 2017. The bid tabulation for this contract is:

GROUP D: PRECLEANED BOTTLES

ENVIRONMENTAL EXPRESS, INC.	\$18,592.00
MG SCIENTIFIC, INC.	\$26,750.00
SCIENTIFIC SPECIALTIES SERVICE, INC.	\$31,956.00
QORPAK, A DIVISION OF BERLIN PACKAGING	\$34,388.00
NETA SCIENTIFIC, INC.	\$39,826.00
UTECH PRODUCTS, INC.	*\$53,200.00

*corrected total

Two hundred sixty-seven (267) companies were notified of the contract being advertised and nineteen (19) companies requested specifications.

Environmental Express, Inc., the lowest responsible bidder for Group D, is proposing to perform the contract in accordance with the specifications. The estimated cost for Group D of this contract was \$25,000.00, placing the bid amount of \$18,592.00 approximately 25.6 percent below the estimate.

Environmental Express, Inc., is not registered to transact business in Illinois, but has submitted a certificate of good standing from the State of South Carolina. The Director of Procurement and Materials Management approved the award to Environmental Express, Inc.

The Multi-Project Labor Agreement (MPLA) is not applicable to 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.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to award Contract 17-027-12 (Re-Bid), Group D to Environmental Express, Inc., in an amount not to exceed \$18,592.00.

Purchase orders will be issued for the material as required. Payment will be based on the unit cost as indicated in the contract documents. No bid deposit is required for this contract.

Funds are available in Account 101-20000-623570.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:CD:dp
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 June 15, 2017

Attachment