



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 17-0881, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 31, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 17-480-12 (Re-Bid), Provide Maintenance and Support for Existing District Polycom Videoconference Equipment, to SKC Communication Products, LLC, in an amount not to exceed \$9,423.29, Account 101-27000-612840, Requisition 1443931

Dear Sir:

On April 20, 2017, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 17-480-11, Provide Maintenance and Support for Existing District Polycom Videoconference Equipment. The contract expires on April 30, 2018.

In response to a public advertisement of May 10, 2017, a bid opening was held on May 23, 2017. No bids were received for this contract.

In response to a public re-advertisement of July 26, 2017, a bid opening was held on August 8, 2017. The bid tabulation for this contract is:

SKC COMMUNICATION PRODUCTS, LLC	\$9,423.29
GHA TECHNOLOGIES, INC.	\$14,759.73

One thousand seventy-five (1,075) companies were notified of this contract being advertised and seven (7) companies requested specifications.

SKC Communication Products, LLC, the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$13,702.11, placing the total bid of \$9,423.29, approximately 31 percent below the estimate.

The Multi-Project Labor Agreement (MPLA) was not included in this contract because the classification of work does not fall within the provisions of the MPLA.

The Affirmative Action Ordinance, Revised Appendix D was not included in this contract because the estimate is less than the minimum threshold established by Section 4 of the Affirmative Action Ordinance.

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 17-480-12 (Re-Bid) to SKC Communication Products, LLC, in an amount not to exceed \$9,423.29.

No bid deposit was required for this contract.

Funds for the expenditure are available in Account 101-27000-612840.

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 August 31, 2017