



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-0971, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 14, 2017**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 17-111-11, Furnish and Deliver Repairs, Service and Parts for American Sigma/Hach Auto Samplers, Flowmeters and Sampling Accessories to Hach Company, in an amount not to exceed \$63,958.20, Accounts 101-16000-612970, 623570, Requisition 1458421

Dear Sir:

On May 18, 2017, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 17-111-11, Furnish and Deliver Repairs, Service and Parts for American Sigma/Hach Auto Samplers, Flowmeters and Sampling Accessories.

In response to a public advertisement of August 2, 2017, a bid opening was held on August 15, 2017. The bid tabulation for this contract is:

HACH COMPANY  
\*corrected total

\*\$63,958.20

One thousand five hundred and six (1,506) companies were notified of this contract being advertised and eighteen (18) 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 reasons for not bidding: could not provide the parts and/or 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.

Hach Company, the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$51,422.00, placing the bid of \$63,958.20, approximately 24.4 percent above the estimate.

The contract will expire approximately two years after the date of purchase order.

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.

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

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 17-111-11 to Hach Company, in an amount not to exceed

\$63,958.20.

The bid deposit, in the amount of \$2,571.10, will be retained in lieu of a performance bond, which is satisfactory to the Law Department and approved by the Director of Procurement and Materials Management.

Funds for the 2017 expenditure, in the amount of \$11,054.20, are available in Accounts 101-16000-612970, 623570. The estimated expenditures for 2018 are \$35,269.00, and 2019 are \$17,635.00. Funds for the 2018 and 2019 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

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 September 14, 2017