



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-1055, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF OCTOBER 19, 2017**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 18-101-11 Perform Olfactometry Analysis of Odorous Gas Samples, estimated cost \$19,900.00, Account 201-50000-612440, Requisition 1469599

Dear Sir:

Contract documents and specifications have been prepared to advertise for bid Contract 18-101-11 to Perform Olfactometry Analysis of Odorous Gas Samples. The term of Contract 18-101-11 is for one year, beginning on January 1, 2018 and ending December 31, 2018.

The purpose of this contract is to perform analysis of odorous gas samples by an accredited laboratory under the procedures of the American Section of the International Association for Testing Materials (ASTM International) E679-04, "Standard Practice for Determination of Odor and Taste Thresholds by a Forced-Choice Ascending Concentration Series Method of Limits," EN13725:2003, "Air Quality - Determination of Odour Concentration by Dynamic Olfactometry," and ASTM E544, "Standard Practice for Referencing Suprathreshold Odor Intensity." These tests are necessary to provide data needed to determine the effectiveness of existing odor control, as well as to provide essential data to evaluate odor control strategies for all District locations.

The estimated cost for this contract is \$19,900.00.

A bid deposit is not required for this contract.

The Multi-Project Labor Agreement (MPLA) is not applicable to this contract because the classification of work does not fall within the provisions of the MPLA.

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

The tentative schedule for this contract is as follows:

Advertise	October 25, 2017
Bid Opening	November 14, 2017
Award	December 7, 2017
Completion	December 31, 2018

Funds for the 2018 expenditure are being requested in Account 201-50000-612440 and are contingent on the Board of Commissioners' approval of the District's budget for that year.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 18-101-11.

Requested, Edward W. Podczerwinski, Director of Monitoring and Research, EWP:KB:HZ:JV:pc  
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management  
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 October 19, 2017