



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 NOVEMBER 16, 2017

COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Issue purchase orders to W.W. Grainger, Inc. to Furnish and Deliver Maintenance, Repair and Operating Catalog Products, under the National Joint Powers Alliance (NJPA) Cooperative Purchasing Contract #091214-WWG, in an amount not to exceed \$261,000.00, Accounts 101-15000, 16000, 20000, 27000, 66000, 67000, 68000, 69000-623030, 623070, 623090, 623110, 623130, 623190, 623270, 623570, 623660, 623680, 623810, 623860 and 623990, Requisitions 1473875, 1473883, 1474256, 1474258, 1474488, 1474766, 1474790, 1474941

Dear Sir:

On July 14, 2011, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue purchase orders to W.W. Grainger, Inc., for maintenance, repair and operating catalog products, under the National Joint Powers Alliance (NJPA) Cooperative Purchasing Contract #102109-WWG. Contract #091214-WWG replaces #102109-WWG and began on October 21, 2014 for a four-year term with an option to extend for one additional year. This contract will expire on October 21, 2018, unless the extension option is approved, in which case this award will expire on December 31, 2018.

The purchase requisitions, as stated in the board letter, are being submitted for the 2018 fiscal year ending December 31, 2018. Each year, departments will provide their annual requests for Board approval. The NJPA Cooperative Purchasing Contract offers a minimum discount of ten percent off Grainger Maintenance, Repair and Operating (MRO) catalog products. This contract is utilized for items needed in an emergency or a rush basis. Some types of products carried in the Grainger catalog are hardware, electrical, plumbing, and HVAC supplies, as examples. The using departments will only procure items that are not carried in the District's storerooms.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue purchase orders to W.W. Grainger, Inc., in an amount not to exceed \$261,000.00.

Funds are being requested in 2018, in Accounts 101-15000, 16000, 20000, 27000, 66000, 67000, 68000, 69000-623030, 623070, 623090, 623110, 623130, 623190, 623270, 623570, 623660, 623680, 623810, 623860 and 623990, and are contingent upon the Board of Commissioners' approval of the District's budget for 2018.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:JN: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 November 16, 2017