



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-1288, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 7, 2017**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 17-611-21, Furnish and Deliver Uninterruptible Power Supplies for the Kirie and Egan Water Reclamation Plants to CDW Government LLC, in an amount not to exceed \$66,199.00, Account 201-50000-634650, Requisition 1470093

Dear Sir:

On August 31, 2017, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 17-611-21, Furnish and Deliver Uninterruptible Power Supplies for the Kirie and Egan Water Reclamation Plants.

In response to a public advertisement on October 11, 2017, a bid opening was held on October 31, 2017. The bid tabulation for this contract is:

HELSEL-JEPPERSON ELECTRICAL, INC.	*\$11,614.00
CDW GOVERNMENT LLC	\$66,199.00
*corrected total	

Seven hundred eleven (711) companies were notified of this contract being advertised and forty-six (46) companies requested specifications.

A review of the bid submitted by Helsel-Jepperson Electrical, Inc., indicated an error in their unit price for item 1. The bidder wrote in words and in figures \$1,985.60 per unit for three (3) UPS units. After a discussion with the bidder, they indicated that they made a mistake and cannot honor their bid price. Therefore, their bid is rejected and their bid deposit, in the amount of \$3,000.00, will be held as liquidated damages in accordance to the contract documents. The Director of Procurement and Materials Management has notified Helsel-Jepperson Electrical, Inc., of this action.

CDW Government LLC, the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost of this contract is \$60,000.00, placing their bid of \$66,199.00, approximately 10.3 percent above to the estimate.

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.

The bid deposit, in the amount of \$3,000.00, will be retained in lieu of performance bonds, which is satisfactory to the Law Department and approved by the Director of Procurement and Materials Management.

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 17-611-21 to CDW Government LLC, in an amount not to exceed \$66,199.00.

The contractor shall furnish and deliver the equipment within 40 calendar days from the mailing date of the purchase order.

Funds are being requested in 2018, in the amount of \$66,199.00, in Account 201-50000-634650. Funds for the 2018 expenditures are contingent on the Board of Commissioners' approval of the District's budget for that year.

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 December 7, 2017