



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-0007, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JANUARY 4, 2018

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 18-104-11, Inspection, Maintenance, and Repair of Lysimeters and Groundwater Monitoring Wells, to Patrick Engineering, Inc., in an amount not to exceed \$37,500.00, Account 101-16000-612490, Requisition 1467350

Dear Sir:

On October 5, 2017, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 18-104-11, Inspection, Maintenance, and Repair of Lysimeters and Groundwater Monitoring Wells. The contract will expire on December 31, 2019.

In response to a public advertisement of November 8, 2017, a bid opening was held on November 28, 2017. The bid tabulation for this contract is:

PATRICK ENGINEERING, INC.

\$37,500.00

Three hundred seventy-one (371) companies were notified of this contract being advertised and eleven (11) 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: outside scope of work; and could not bid competitively. 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.

Patrick Engineering, Inc., the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$40,000.00, placing their bid of \$37,500.00 approximately 6 percent below the estimate.

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.

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 18-104-11 to Patrick Engineering, Inc., in an amount not to exceed \$37,500.00.

No bid deposit was required for this contract.

Funds for the 2018 expenditure, in the amount of \$18,750.00, are available in Account 101-16000-612490. The estimated expenditure for 2019 is \$18,750.00. Funds for the 2019 expenditure is 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 January 4, 2018