



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-0209, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MARCH 1, 2018

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase orders to Serpentix Conveyor Corporation, to Furnish and Deliver Repair Parts for Serpentix Conveyors to Various Locations for a Three Year Period, in a total amount not to exceed \$63,000.00, Accounts 101-66000, 67000, 68000, 69000-623270

Dear Sir:

Authorization is requested to issue purchase orders to Serpentix Conveyor Corporation to furnish and deliver repair parts for Serpentix conveyors, for the various locations, on an as needed basis. All parts will be delivered prior to December 31, 2020.

Serpentix Conveyor Corporation, the sole source provider of the repair parts, has submitted prices for the parts required. Purchase orders will be issued for the conveyor repair parts as needed using an outline agreement based on the prices received from Serpentix Conveyor Corporation. Inasmuch as Serpentix Conveyor Corporation is the only source of supply for the conveyor repair parts required, nothing would be gained by advertising for bids (Section 11.4 of the Purchasing Act).

Serpentix Conveyor Corporation is registered to transact business in Illinois and is in good standing.

The Multi-Project Labor Agreement is not applicable because this is primarily a furnish and deliver contract.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue purchase orders to Serpentix Conveyor Corporation, in an amount not to exceed \$63,000.00, on an as needed basis ending December 31, 2020. Purchase orders will be issued when the parts are required. Payment will be based on the unit cost received by Serpentix Conveyor Corporation.

Funds, in the amount of \$21,000.00, are available in Accounts 101-66000, 67000, 68000, 69000-623270. The estimated expenditure for 2019 is \$21,000.00 and for 2020 is \$21,000.00. Funds for the 2019 and 2020 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, John P. Murray, Director of Maintenance and Operations

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:JN:ES
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 March 1, 2018