



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-0217, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MARCH 1, 2018

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 18-006-11 Furnish and Deliver Janitorial Supplies to Various Locations for a One-Year Period, estimated cost \$110,000.00, Accounts 101-20000-623110, 623170, 623660

Dear Sir:

Contract documents and specifications have been prepared to furnish and deliver janitorial supplies to various locations for a one-year period, beginning approximately June 1, 2018 and ending May 31, 2019.

The purpose of this contract is to furnish and deliver janitorial supplies, such as brooms, mops, buckets, etc., to the District's storerooms, to maintain sufficient inventory levels, which are required for the day-to-day operational needs of the District.

The estimated cost for this contract is \$110,000.00.

No bid deposit is required for this contract.

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 tentative schedule for this contract is as follows:

Advertise	March 14, 2018
Bid Opening	March 27, 2018
Award	May 3, 2018
Completion	May 31, 2019

Funds are available in Accounts 101-20000-623110, 623170, 623660.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 18-006-11.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management,
DAL:SEB:JN:MS:np

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