



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 18-0398, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF APRIL 19, 2018**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 18-109-11, Maintenance Services and Consumables for the Calumet Analytical Laboratory Reagent Grade Water System, to Total Water Treatment Systems, Inc. (TWTS), in an amount not to exceed \$17,587.00, Accounts 101-16000-612490, 623570, Requisition 1480247

Dear Sir:

On December 7, 2017, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids Contract 18-109-11, Maintenance Services and Consumables for the Calumet Analytical Laboratory Reagent Grade Water System.

In response to a public advertisement of January 17, 2018, a bid opening was held on February 6, 2018. The bid tabulation for this contract is:

TOTAL WATER TREATMENT SYSTEMS, INC.	\$17,587.00
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One thousand one hundred twenty-four (1,124) companies were notified of this contract being advertised and twenty-three (23) 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 reason for not bidding: could not provide the services requested. 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.

Total Water Treatment Systems, Inc., the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$20,000.00, placing their bid of \$17,587.00 approximately 12 percent below the estimate.

The contract will be completed by December 31, 2019.

The Multi-Project Labor Agreement is not applicable to this contract because the classification of work does not fall within the provisions of the MPLA.

The Affirmative Action Ordinance, Revised Appendix D is not included in this contract because the estimate is less than the minimum threshold established by Section 4 of the Affirmative Action Ordinance.

There was no bid deposit required for this contract.

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 18-109-11, to Total Water Treatment Systems, Inc., in an amount not to exceed \$17,587.00.

Funds for the 2018 expenditure, in the amount of \$8,794.00, are available in Accounts 101-16000-612490, 623570. The estimated expenditure for 2019 is \$8,793.00. 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 April 19, 2018