



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

---

**File #:** 18-0413, **Version:** 1

---

### **TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 3, 2018**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 18-480-11, Provide One-Year Polycom Premier Support for Existing District Polycom Videoconference Units, to GHA Technologies, Inc., in an amount not to exceed \$34,071.00, Account 101-27000-612840, Requisition 1488354

Dear Sir:

On March 15, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 18-480-11, Provide One-Year Polycom Premier Support for Existing District Polycom Videoconference Units. The contract expires on April 30, 2019.

In response to a public advertisement of March 28, 2018, a bid opening was held on April 10, 2018. The bid tabulation for this contract is:

GHA TECHNOLOGIES, INC.	\$34,071.00
------------------------	-------------

Six hundred twenty-eight (628) companies were notified of this contract being advertised and eight (8) 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: they were not authorized to be Polycom support providers and could not obtain pricing in time. 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.

GHA Technologies, Inc., the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$34,000.00, placing the total bid of \$34,071.00 approximately equal to the estimate.

The Multi-Project Labor Agreement (MPLA) 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 18-480-11 to GHA Technologies, Inc., in an amount not to exceed \$34,071.00.

No bid deposit was required for this contract.

Funds for the expenditure are available in Account 101-27000-612840.

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 May 3, 2018