



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-0490, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 17, 2018

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 18-110-11, Furnish and Deliver Water Quality Meters and Accessories, to Chen, Garner & Stevens Partners, LLC d/b/a Eureka Water Probes, in an amount not to exceed \$32,450.00, Account 101-16000-634970, Requisition 1478640

Dear Sir:

On March 1, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids Contract 18-110-11, Furnish and Deliver Water Quality Meters and Accessories.

The equipment is used by the Aquatic Ecology/Water Quality Section in the Continuous Dissolved Oxygen Monitoring (CDOM) Program, which is required by the District's NPDES permits and consent decree. In addition, this data supports ongoing projects, such as the Lake Michigan Discretionary Diversion Optimization and Tunnel and Reservoir Plan post construction monitoring.

In response to a public advertisement of April 4, 2018, a bid opening was held on April 24, 2018. The bid tabulation for this contract is:

CHEN, GARNER & STEVENS PARTNERS, LLC	
D/B/A EUREKA WATER PROBES	\$32,450.00

Three hundred twelve (312) companies were notified of this contract being advertised and twenty-four (24) companies requested specifications.

It was strongly recommended by IT Department staff (who maintains the District's continuous dissolved oxygen monitoring database) that we purchase the same manufacturer's equipment to minimize issues associated with maintaining the database for download from multiple instruments and software. Having instruments from one manufacturer will also improve efficiency by allowing the District to maintain only one service contract for maintenance and repair.

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 obtain pricing from suppliers and could not supply the items 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.

Chen, Garner & Stevens Partners, LLC d/b/a Eureka Water Probes, the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$32,750.00,

placing their bid of \$32,450.00 approximately .9 percent below the estimate.

The contract will be completed by July 31, 2018.

The Multi-Project Labor Agreement 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 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 18-110-11, to Chen, Garner & Stevens Partners, LLC d/b/a Eureka Water Probes, in an amount not to exceed \$32,450.00.

Funds are available in Account 101-16000-634970.

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 17, 2018