



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 6, 2018

COMMITTEE ON PROCUREMENT

Mr. John P. Murray, Acting Executive Director

Authority to advertise Contract 19-104-11 Preventative Maintenance for Steam Sterilizers, Labor, and Parts estimated cost \$48,000.00, Account 101-16000-612970, Requisition 1495130

Dear Sir:

Contract documents and specifications have been prepared for Contract 19-104-11 Preventative Maintenance for Steam Sterilizers, Labor, and Parts, at the request of the Monitoring and Research Department. The contract is for three years, beginning approximately January 1, 2019, and ending December 31, 2021.

The purpose of this contract is to provide preventative maintenance, labor, and repair services to two (2) steam sterilizers. The steam sterilizer (autoclave) is an important piece of safety equipment in the analytical microbiology laboratory, used for sterilizing various types of reagents and growth media for the National Pollutant Discharge Elimination System Permits and Part 503 Biosolids Regulations required microbiological testing, and for rendering all biohazardous substances and infectious wastes sterile before disposal. Annual inspection and preventative maintenance is vitally important and must be undertaken by competent, certified technicians for equipment longevity and safety.

The estimated cost for this contract is \$48,000.00. The estimated 2019, 2020, and 2021 expenditures are \$16,000.00, \$16,000.00, and \$16,000.00, respectively.

A bid deposit is not required for this contract.

The Multi-Project Labor Agreement (MPLA) 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.

The tentative schedule for this contract is as follows:

Advertise	September 26, 2018
Bid Opening	October 16, 2018
Award	November 15, 2018
Completion	December 31, 2021

Funds are being requested for 2019 in Account 101-16000-612970 and are contingent on the Board of Commissioners' approval of the District's budget for that year. Funds for subsequent years 2020 and 2021 are contingent on the Board of Commissioners' approval of the District's budget for those years.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be

authorized to advertise Contract 19-104-11.

Requested, Edward W. Podczerwinski, Director of Monitoring and Research, EWP:KB:HZ:GR:kq/cm

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

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 September 6, 2018