



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 18-0881, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 6, 2018**

#### COMMITTEE ON PROCUREMENT

Mr. John P. Murray, Acting Executive Director

Issue purchase order for Contract 18-850-2S, Furnish and Deliver Survey GPS Equipment, to Kara Company, Inc., in an amount not to exceed \$66,494.08, Account 201-50000-634650, Requisition 1494159

Dear Sir:

On June 7, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids Contract 18-850-2S, Furnish and Deliver Survey GPS Equipment.

In response to a public advertisement of June 20, 2018, a bid opening was held on July 10, 2018. The bid tabulation for this contract is:

KARA COMPANY, INC.

\$66,494.08

Six hundred and sixty-five (665) companies were notified of this contract being advertised and eleven (11) 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: did not receive responses from the manufacturers 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.

Kara Company, Inc., the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost of this contract is \$67,000.00, placing their bid of \$66,494.08 less than one percent below the estimate.

The contract shall commence after the mailing date of the purchase order and terminate 34 days thereafter.

The Multi-Project Labor Agreement (MPLA) was not included in this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Ordinance, Revised Appendix D was not included in this contract because it is primarily a furnish and deliver contract.

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 18-850-2S to Kara Company, Inc., in an amount not to exceed \$66,494.08.

Funds are available in Account 201-50000-634650.

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 September 6, 2018