



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 18-1254, **Version:** 1

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

#### COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order for Contract 19-045-11, Publish Invitations to Bid for Contracts, Legal Notices for Original Entrance and Promotional Civil Service Examinations, and Other Legal Notices for a One-Year Period, to Chicago Tribune Company, LLC, in an amount not to exceed \$56,000.00, Account 101-20000-612360, Requisition 1501335

Dear Sir:

On September 20, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 19-045-11, Publish Invitations to Bid for Contracts, Legal Notices for Original Entrance and Promotional Civil Service Examinations, and Other Legal Notices for a One-Year Period.

In response to a public advertisement of October 10, 2018, a bid opening was held on October 30, 2018. The bid tabulation for this contract is:

|                                  |              |
|----------------------------------|--------------|
| SUN-TIMES MEDIA PRODUCTIONS, LLC | \$54,600.00  |
| CHICAGO TRIBUNE COMPANY, LLC     | \$56,000.00  |
| THE LAWNDALE NEWS GROUP          | \$196,000.00 |
| CHICAGO DEFENDER NEWSPAPER       | \$227,500.00 |

Forty-two (42) companies were notified of this contract being advertised and fourteen (14) companies requested specifications.

Sun-Times Media Productions, LLC (Sun-Times), the apparent low bidder, does not meet the daily circulation (Monday thru Friday) minimum of 100,000, which is a requirement for this contract. Information provided by Sun-Times, with their bid, indicated Monday thru Friday average circulation equals 99,593. Therefore, their bid is rejected for failure to meet the specifications of the contract document. The Director of Procurement and Materials Management has informed Sun-Times Media Productions, LLC of this action.

Chicago Tribune Company, LLC is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$55,000.00, placing the bid of \$56,000.00 approximately 1.81 percent above the estimate.

The contract will be completed by December 31, 2019.

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 19-045-11, to Chicago Tribune Company, LLC, in an amount not to exceed \$56,000.00. A purchase order will be issued for the services as required. Payment will be based on the unit cost as indicated in the contract documents.

There was no bid deposit required for this contract.

Funds are being requested in 2019, in the amount of \$56,000.00, in Account 101-20000-612360. Funds for the 2019 expenditure are 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:MS:es  
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 December 6, 2018