



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-1231, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 6, 2018

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Report on advertisement of Request for Proposal 19-RFP-08 Lease One Digital, High-Speed Color Production Printing System and One Digital, High-Speed Monochrome Production Printing System with a Five Year Repair, Supply and Maintenance Agreement, estimated cost \$550,000.00, Account 101-15000-612330, Requisition 1507089

Dear Sir:

Request for Proposal (RFP) documents have been prepared for 19-RFP-08, Lease One Digital, High-Speed Color Production Printing System and One Digital, High-Speed Monochrome Production Printing System with a Five Year Repair, Supply and Maintenance Agreement, at the request of the General Administration Department. The contract begins on approximately April 1, 2019 and will expire on March 31, 2024.

The purpose of this contract is to procure new digital, high-speed printing machines with modern technology for the District's printshop on a lease basis. These machines will be closer in line with the current production needs of the printshop.

The estimated cost for this RFP is \$550,000.00.

A bid deposit in the amount of \$27,500.00 is required for this RFP.

Appendix A will be not be included in this contract because it is primarily a furnish and deliver contract. The requested services do not provide practical or cost-effective opportunities for direct or indirect subcontracting.

The tentative schedule for this contract is as follows:

Advertise	December 19, 2018
Proposals Received	January 11, 2019
Award	February 21, 2019
Completion	March 31, 2024

Funds for expenditures in 2019, 2020, 2021, 2022, 2023, and 2024 in the amounts of \$82,500.00, \$110,000.00, \$110,000.00, \$110,000.00, \$110,000.00, and \$27,500.00, respectively in Account 101-15000-612330 are contingent on the Board of Commissioner's approval of the District's budget for those years.

Requested, Eileen M. McElligott, Administrative Services Officer, JRM:TG
Respectfully Submitted, Darlene A. LoCascio, Director of Procurement and Materials Management