



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 19-0340, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF APRIL 4, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order for Contract 19-101-11, Perform Olfactometry Analysis of Odorous Gas Samples, to Relwani Kavita Associates Inc. a/k/a RK & Associates, Inc., in an amount not to exceed \$30,120.00, Account 201-50000-612440, Requisition 1498109

Dear Sir:

On November 15, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids Contract 19-101-11, Perform Olfactometry Analysis of Odorous Gas Samples.

In response to a public advertisement of January 16, 2019, a bid opening was held on January 29, 2019. The bid tabulation for this contract is:

RELWANI KAVITA ASSOCIATES, INC.	
a/k/a RK & ASSOCIATES, INC.	\$30,120.00
ST. CROIX SENSORY, INC.	\$30,300.00

One thousand forty-two (1,042) companies were notified of this contract being advertised and sixteen (16) companies requested specifications.

Relwani Kavita Associates Inc. a/k/a RK & Associates, Inc., the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$30,300.00, placing their bid of \$30,120.00 approximately .6 percent over the estimate.

The contract will be completed by December 31, 2020 .

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 was 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 19-101-11, to Relwani Kavita Associates Inc. a/k/a RK & Associates, Inc., in an amount not to exceed \$30,120.00.

Funds for the 2019 expenditures, in the amount of \$16,140.00, are available in Account 201-50000-612440.

The estimated expenditures for 2020 are \$13,980.00. Funds for the 2020 expenditures 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: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 April 4, 2019