



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 19-0670, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF JULY 11, 2019**

#### COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order for Contract 19-115-11, Furnish and Deliver 45 Metromax Q Shelf Trucks, to Material Systems, Inc., in an amount not to exceed \$16,791.00, Account 101-16000-623570, Requisition 1516890

Dear Sir:

On March 21, 2019, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids Contract 19-115-11, Furnish and Deliver 45 Metromax Q Shelf Trucks.

In response to a public advertisement of May 15, 2019, a bid opening was held on June 4, 2019. The bid tabulation for this contract is:

MATERIAL SYSTEMS, INC.                \$16,791.00

Three hundred seventy-four (374) companies were notified of this contract being advertised and eight (8) 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: could not obtain quotes from distributors. In light of this finding, 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.

Material Systems, Inc., the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$27,910.00, placing their bid of \$16,791.00 approximately 39.8 percent below the estimate.

The contract will be completed by August 31, 2019 .

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

The Affirmative Action Ordinance, Revised Appendix D and Appendix V is 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 19-115-11, to Material Systems, Inc., in an amount not to exceed \$16,791.00.

Funds are available in Account 101-16000-623570.

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 July 11, 2019