



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 19-0807, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 5, 2019**

#### **COMMITTEE ON PROCUREMENT**

Mr. Brian A. Perkovich, Executive Director

Authority to advertise Contract 19-485-11 Furnish and Deliver Avaya Desk Sets, estimated cost \$26,595.00, Account 101-27000-623850, Requisition 1527131

Dear Sir:

Contract documents and specifications have been prepared to Furnish and Deliver Avaya Desk Sets. This contract will end on December 31, 2019.

The purpose of this contract is to furnish and deliver replacement Avaya Desk Sets on an as needed basis.

The estimated cost for this contract is \$26,595.00

A bid deposit is not required for this contract.

The Multi-Project Labor Agreement 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 and Appendix V are not included in this contract because the estimate is less than the minimum threshold established by Section 4 of the Affirmative Action Ordinance.

The tentative schedule for this contract is as follows:

Advertise	September 18, 2019
Bid Opening	October 11, 2019
Award	November 21, 2019
Completion	December 31, 2019

Funds are available in Account 101-27000-623850.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 19-485-11.

Requested, John Sudduth, Director of Information Technology, JS:SK:RP:EW:TM

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management

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 5, 2019