



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF OCTOBER 17, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to advertise Contract 20-104-11 Preventive Maintenance on Laboratory Balances, estimated cost \$36,000.00, Account 101-16000-612970, Requisition 1530058

Dear Sir:

Contract documents and specifications have been prepared to provide preventive maintenance of laboratory balances for the Monitoring and Research (M&R) Department and Maintenance & Operations Department at various locations. This contract begins approximately January 1, 2020 and ends on December 31, 2022.

The purpose of this contract is to maintain the balances used by the Analytical Laboratories Division of the M&R Department to determine total and suspended solids in wastewater and environmental monitoring samples. The balances are also used to weigh chemicals needed in the preparation of laboratory standards and reagents and for mixed liquor and return sludge calculations. The contract will also cover meters used in temperature and pH determinations on ambient water quality samples.

The estimated cost for this contract is \$36,000.00. The estimated expenditures for 2020, 2021, and 2022 are \$12,000.00, \$12,000.00, and \$12,000.00, respectively.

A bid deposit is not required for this contract.

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 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	November 13, 2019
Bid Opening	November 26, 2019
Award	December 19, 2019
Completion	December 31, 2022

Funds for the 2020, 2021 and 2022 expenditures are available in Account 101-16000-612970 and are contingent on the Board of Commissioners' approval of the District's budget for those years.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 20-104-11.

Requested, Edward W. Podczerwinski, Director of Monitoring and Research, EWP:KB:JC:TS:cs

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 October 17, 2019