



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 19-1002, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF OCTOBER 17, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to advertise Contract 20-419-11 Elevator Maintenance and Repair Service at The Main Office Building Complex for a Three-Year Period, estimated cost \$110,400.00, Accounts 101-15000-612370 and 612390, Requisition 1529884 (As Revised)

Dear Sir:

Contract documents and specifications have been prepared for maintenance and repair of the elevators at the Main Office Building Complex for a three year period.

The purpose of this contract is to provide services to maintain, repair, and conduct preventative measures for the six elevators at the Main Office Building Complex.

The estimated cost for this contract is \$110,400.00. The estimated 2020, 2021, 2022, and 2023 expenditures are \$33,700.00, \$36,800.00, \$36,800.00, and \$3,100.00 respectively.

A bid deposit is not required for this contract as it is primarily a maintenance and repair service contract.

The contract specifications require that all work commence on the first of the month which follows the date of contract execution and be completed three years later. The contract is scheduled to begin February 1, 2020.

The Multi-Project Labor Agreement will be included in this contract.

The Affirmative Action Ordinance, Revised Appendix D and Appendix V will not be included in this contract due to the specialized nature of the work.

The tentative schedule for this contract is as follows:

Advertise	November 20, 2019
Bid Opening	December 10, 2019
Award	January 2, 2020
Completion	January 31, 2023

Funds for expenditures in years 2020, 2021, 2022, and 2023 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 20-419-11.

Requested, Eileen M. McElligott, Administrative Services Officer, JRM:TG
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