



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 20-0012, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JANUARY 9, 2020

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order for Contract 20-104-11, Preventive Maintenance on Laboratory Balances, to Certified Balance and Scale, Corp., in an amount not to exceed \$33,219.00, Account 101-16000-612970, Requisition 1530058

Dear Sir:

On October 17, 2019, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 20-104-11, Preventive Maintenance on Laboratory Balances. The contract expires on December 31, 2022.

In response to a public advertisement of November 20, 2019, a bid opening was held on December 10, 2019. The bid tabulation for this contract is:

CERTIFIED BALANCE AND SCALE, CORP.	\$33,219.00	
FLORIDA METROLOGY LLC, D/B/A ACME METROLOGY		\$42,175.50

Four hundred thirteen (413) companies were notified of this contract being advertised and fourteen (14) companies requested specifications.

Certified Balance and Scale, Corp., the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$36,000.00, placing their bid of \$33,219.00 approximately 7.7 percent below the estimate.

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.

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 20-104-11 to Certified Balance and Scale, Corp., in an amount not to exceed \$33,219.00, Account 101-16000-612970.

No bid deposit was required for this contract.

Funds for the 2020 expenditures, in the amount of \$11,073.00, are available in Account 101-16000-612970. The estimated expenditures for 2021 are \$11,073.00, and for 2022 are \$11,073.00. Funds for the 2021 and 2022 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those

years.

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 January 9, 2020