



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 09-1927, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF JANUARY 7, 2010**

#### COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authority to Advertise Contract 10-104-11 Furnish and Deliver Maintenance Service for Laboratory Balances and YSI Meters, estimated cost \$16,700.00, Account 101-16000-612970, Requisition 1294215

Dear Sir:

Contract documents and specifications have been prepared to furnish and deliver maintenance services for laboratory balances and YSI meters for the Stickney Analytical Laboratory Section (SAL) of the Monitoring and Research (M&R) Department, Analytical Laboratories Division.

Laboratory balances are used by the SAL to determine total, suspended and dissolved solids in wastewater and environmental monitoring samples. The YSI meters are used to determine the temperature of and pH level in ambient water quality samples. This equipment must be maintained in good working order to provide precision and accuracy in scientific measurements and reported data.

The estimated cost for this contract is \$16,700.00. The estimated 2010 and 2011 expenditures are \$15,700.00 and \$1,000.00 respectively.

A bid deposit is not required for this contract.

The Multi-Project Labor Agreement is not applicable to this contract because it is primarily a furnish and deliver contract.

Revised Appendix D is not included in this contract because it is primarily a furnish and deliver contract.

The tentative schedule for this contract is as follows:

|              |                   |
|--------------|-------------------|
| Advertise:   | January 20, 2010  |
| Bid Opening: | February 2, 2010  |
| Award:       | February 18, 2010 |
| Completion:  | March 31, 2011    |

Funds for the current year are available in Account 101-16000-612970. Funds for 2011 are contingent on the Board of Commissioners' approval of the District's budget for that year.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 10-104-11.

Requested, Louis Kollias, Director of Monitoring and Research, LK:TG:MPC:KB:op  
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 January 7, 2010