



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-0253, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF FEBRUARY 18, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order for Contract 10-045-11 to Sun-Times Media, LLC, to Publish Invitations to Bid for Contracts and Publish Legal Notices for Original Entrance and Promotional Civil Service Examinations and Other Legal Notices, for a one (1) year period, in an amount not to exceed \$48,000.00, Account 101-20000-612360, Requisition 1298630

Dear Sir:

On December 17, 2009, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 10-045-11 publish invitations to bid for contracts and publish legal notices for original entrance and promotional civil service examinations and other legal notices, for a one (1) year period, beginning approximately March 1, 2010 and ending February 28, 2011.

In response to a public advertisement of January 6, 2010, a bid opening was held January 26, 2010. The bid tabulation for this contract is:

| | |
|------------------------------|--------------|
| SUN-TIMES MEDIA, LLC. | \$48,000.00 |
| ASSOCIATED ADVERTISERS, INC. | \$82,800.00 |
| CHICAGO TRIBUNE COMPANY | *\$96,000.00 |
| *corrected total | |

Forty-one (41) companies were notified of this contract being advertised and thirteen (13) companies requested specifications.

Sun-Times Media, LLC, the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$55,000.00, placing the total bid approximately 12.73 percent below the estimate.

The Multi-Project Labor Agreement (MPLA) 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.

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 10-045-11, to Sun-Times Media, LLC, the total award amount not to exceed \$48,000.00. A purchase order will be issued for the services as required. Payment will be based on the unit cost as indicated in the contract documents. Funds are available in Account 101-20000-612360.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:JN:jk

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 February 18, 2010