



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 MARCH 4, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order for Contract 10-809-11, Furnishing and Delivering Unleaded Gasoline and Diesel Fuel Oil to Fulton County, Illinois, to Sunrise Ag Service Company, in an amount not to exceed \$35,000.00, Account 101-68000-623820, Requisition 1284986

Dear Sir:

On December 3, 2009, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 10-809-11 Furnishing and Delivering Unleaded Gasoline and Diesel Fuel Oil to Fulton County, Illinois.

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

SUNRISE AG SERVICE COMPANY	\$25,058.45
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One hundred forty-eight (148) companies were notified of this contract being advertised and four (4) company requested specifications.

The Director of Procurement and Materials Management has reviewed the bidders' list for this contract, and is satisfied that the market for this service has been adequately solicited. A planholders' survey revealed the following reason for not bidding: vendor was unable to provide a competitive bid because of the small amounts of fuel requested. In light of these findings, the Director of Procurement and Materials Management is of the opinion that the bid received is a fair and reasonable price, and nothing would be gained by rejecting the sole bid and re-advertising this contract.

The quantities specified in the contract documents were used for the purpose of comparing bids and establishing unit prices. The total amount to be expended on this contract, should usage differ from the quantities, is not to exceed \$35,000.00.

Sunrise Ag Service Company, the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications.

The estimated cost for this contract was \$35,000.00, placing the bid of \$25,058.45 approximately 28.4 percent below the estimate.

The Multi-Project Labor Agreement (MPLA) and Revised Appendix D are not applicable 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 10-809-11, to Sunrise Ag Service Company, in an amount not to exceed \$35,000.00.

No bid deposit was required for this contract.

Funds are available in Account 101-68000-623820.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:klv
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 March 4, 2010