



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 MAY 6, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order for Contract 10-104-11, Furnish and Deliver Maintenance Service for Laboratory Balances and YSI Meters, to John F. Starmann Company, d/b/a C & M Scale Company, in an amount not to exceed \$14,092.50, Account 101-16000-612970, Requisition 1294215

Dear Sir:

On January 7, 2010, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 10-104-11 Furnish and Deliver Maintenance Service for Laboratory Balances and YSI Meters.

In response to a public advertisement of March 10, 2010, a bid opening was held on March 23, 2010. The bid tabulation for this contract is:

JOHN F. STARMANN COMPANY, D/B/A C & M SCALE CO.	\$14,092.50
AMERICAN CALIBRATION, INC.	*\$14,791.25
CERTIFIED BALANCE AND SCALE CORP.	\$15,800.00
*corrected total	

Four hundred eighty-two (482) companies were notified of this contract being advertised and eleven (11) companies requested specifications.

John F. Starmann Company, d/b/a C & M Scale Company, the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications.

The estimated cost for this contract was \$16,700.00, placing the total bid of \$14,092.50, approximately 15.6 percent below the estimate.

The Multi-Project Labor Agreement (MPLA) was not included in this contract because the services required do not fall under the provisions of the MPLA.

The revised Appendix D was not included in this contract due to the service nature of the 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 10-104-11, to John F. Starmann Company, d/b/a C & M Scale Company, in an amount not to exceed \$14,092.50. No bid deposit was required for this contract.

Funds for the 2010 expenditure, in the amount of \$13,092.50, are available in Account 101-16000-612970. The estimated expenditure for 2011 is \$1,000.00. Funds for the 2011 expenditure are contingent on the Board

of Commissioner's approval of the District's budget for that year.

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 May 6, 2010