



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-0990, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 2, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authority to advertise Contract 10-009-11 Furnish and Deliver Cloths, Paper Towels, & Toilet Tissue to Various Locations for a One (1) Year Period, estimated cost \$99,000.00, Account 101-20000-623660

Dear Sir:

Contract documents and specifications have been prepared to Furnish and Deliver Cloths, Paper Towels, & Toilet Tissue to Various Locations for a One (1) Year Period, beginning approximately November 1, 2010 and ending October 31, 2011.

The purpose of this contract is to furnish and deliver cloths, paper towels, & toilet tissue to the District's storerooms, to maintain sufficient inventory levels, that are required for the day to day maintenance needs of the District.

The estimated cost for this contract is \$99,000.00.

The bid deposit for this contract is \$3,650.00 for Group B and \$1,350.00 for Group C. No bid deposit is required for Group A.

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.

The tentative schedule for this contract is as follows:

Advertise	September 15, 2010
Bid Opening	October 5, 2010
Award	October 21, 2010
Completion	October 31, 2011

Funds are available in Account 101-20000-623660.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 10-009-11.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:MB:dp
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 September 2, 2010