



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-1009, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 2, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order for Contract 10-678-13, Locksmith Services at Various Service Areas, for Group C, to Fullmer Locksmith Service, Inc., in an amount not to exceed \$39,000.00, Account 101-67000-612680, Requisitions 1289960, 1289968, 1289983, and 1290641

Dear Sir:

On January 7, 2010, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 10-678-11, Locksmith Services at Various Service Areas.

In response to a public advertisement of March 3, 2010, a bid opening was held on March 23, 2010. No bids were received for Group C of this contract, and Groups A and B were awarded at the May 20, 2010 Board meeting, as reported.

In response to a public re-advertisement, for Group C, of May 26, 2010, a bid opening was held on June 15, 2010. No bids were received for Group C of this contract.

In response to a public re-advertisement of June 30, 2010 a bid opening was held on July 20, 2010. The bid tabulation for this contract is:

STANLEY SECURITY SOLUTIONS, INC.	\$27,443.75
FULLMER LOCKSMITH SERVICE, INC.	\$32,212.50

Three hundred thirteen (313) companies were notified of this contract being advertised and nine (9) companies requested specifications.

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 Group C of this contract, should usage differ from the quantities, is not to exceed \$39,000.00.

The low bid submitted by Stanley Security Solutions, Inc., contained a letter dated July 19, 2010 which modified the guarantee provision on page G-4 and indemnity provision on page G-5 of the contract documents. Therefore, their bid is considered non-responsive and rejected in the public's best interest. The Director of Procurement and Materials Management has notified Stanley Security Solutions, Inc., of this action.

Fullmer Locksmith Service, Inc., the lowest responsible bidder, is proposing to perform the contract in accordance with the specifications.

The estimated cost for this contract was \$39,000.00, placing the total bid of \$32,212.50, approximately 17.4

percent below the estimate.

The Multi-Project Labor Agreement was not included in this contract because the classification of work does not fall within the provisions of the MPLA.

The revised Appendix D is 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 10-678-13, Group C, to Fullmer Locksmith Service, Inc., in an amount not to exceed \$39,000.00. The bid deposit, in the amount of \$1,000.00, will be retained in lieu of a performance bond, which is satisfactory to the Law Department and approved by the Director of Procurement and Materials Management.

Funds for the 2010 expenditure, in the amount of \$8,600.00, are available in Account 101-67000-612680. The estimated expenditure for 2011 is \$13,000.00, for 2012 is \$13,000.00, and for 2013 is \$4,400.00. Funds for the 2011, 2012, and 2013 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Recommended, Darlene A. LoCascio, Director of Procurement and Material 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 September 2, 2010