



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

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Title: Authority to award Contract 18-009-11, Furnish and Deliver Cloths, Paper Towels & Toilet Tissue to Various Locations for a One (1) Year Period, Groups B and C to Warehouse Direct, Inc., in an amount not to exceed \$117,450.16, Account 101-20000-623660.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Contract 18-009-11 Item Descriptions, Groups B and C.pdf

Date	Ver.	Action By	Action	Result
10/4/2018	1	Board of Commissioners	Approved	Pass
10/4/2018	1	Committee of the Whole	Recommended	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF OCTOBER 4, 2018

COMMITTEE ON PROCUREMENT

Mr. John P. Murray, Acting Executive Director

Authority to award Contract 18-009-11, Furnish and Deliver Cloths, Paper Towels & Toilet Tissue to Various Locations for a One (1) Year Period, Groups B and C to Warehouse Direct, Inc., in an amount not to exceed \$117,450.16, Account 101-20000-623660.

Dear Sir:

On July 12, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 18-009-11 furnish and deliver cloths, paper towels and toilet tissue to various locations for a one (1) year period, beginning approximately November 1, 2018 and ending October 31, 2019.

In response to a public advertisement of July 25, 2018, a bid opening was held on August 14, 2018. The bid tabulation for this contract is:

GROUP A: CLOTHS

THE STANDARD COMPANIES, INC.	\$5,845.65
D & B JOHNSON SERVICES LLC	\$12,524.07
FAIRMONT SUPPLY COMPANY	*\$15,960.23
PROGRESSIVE INDUSTRIES, INC	*\$22,428.08
CHISUPPLY CO.	\$31,235.30
*corrected total	

GROUP B: PAPER TOWELS

THE STANDARD COMPANIES, INC.	*\$98,590.58
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WAREHOUSE DIRECT INC.	\$101,296.76
LAPORT, INC.	*\$104,551.05
D & B JOHNSON SERVICES LLC	\$136,914.03
FAIRMONT SUPPLY COMPANY	\$180,979.72
CHISUPPLY CO.	*\$227,903.68
PROGRESSIVE INDUSTRIES, INC	*\$526,047.92
*corrected total	

GROUP C: TOILET TISSUE

FAIRMONT SUPPLY COMPANY	\$10,200.90
LAPORT, INC.	\$15,435.80
WAREHOUSE DIRECT INC.	\$16,153.40
THE STANDARD COMPANIES, INC.	\$17,682.30
D & B JOHNSON SERVICES LLC	\$24,002.30
CHISUPPLY CO.	*\$34,822.10
PROGRESSIVE INDUSTRIES, INC	\$37,262.60
*corrected total	

Seven hundred and three (703) companies were notified of the contract being advertised and thirty-nine (39) companies requested specifications.

The bid received from The Standard Companies, Inc., for Group A, did not include pricing for all items as required in the general terms and conditions of the contract. Therefore, the bid is considered non-responsive and rejected in the public's best interest. The Director of Procurement and Materials Management has informed The Standard Companies, Inc., of this action.

The remaining bids received for Group A from D & B Johnson Services LLC, Fairmont Supply Company, Progressive Industries, Inc., and ChiSupply Co., exceeded the estimated cost of \$9,500.00. The bids ranged from approximately 32 percent to 238 percent over the District's estimate and are considered too high for an award. Therefore, all bids are rejected in the public's best interest. The Director of Procurement and Materials Management has informed D & B Johnson Services LLC, Fairmont Supply Company, Progressive Industries, Inc., and ChiSupply Co., of this action. Group A will be revised and re-advertised at a future date.

The bid received from The Standard Companies, Inc., for Group B included supplemental statements regarding their additional terms and conditions. The general terms and conditions of the contract does not allow bidders to qualify their bids by modifying the contract documents. Therefore, the bid is considered non-responsive and rejected in the public's best interest. The Director of Procurement and Materials Management has informed The Standard Companies, Inc., of this action.

Warehouse Direct Inc., the lowest responsible bidder for Group B, is proposing to perform the contract in accordance with the specifications. The estimated cost for Group B of this contract was \$102,500.00, placing their bid of \$101,296.76 approximately 1.2 percent below the estimate.

The bid received from Fairmont Supply Company (Fairmont) for Group C proposed pricing that did not meet the specified unit of measure as required in the general terms and conditions of the contract. Fairmont provided a unit price per roll, and the bid documents required a unit price per case. Therefore, the bid is considered non-responsive and rejected in the public's best interest. The Director of Procurement and Materials Management has informed Fairmont Supply Company, of this action.

The bid received from Laport, Inc., for Group C did not include pricing for all items as required in the general terms and conditions of the contract. Therefore, the bid is considered non-responsive and rejected in the public's best interest. The Director of Procurement and Materials Management has informed Laport, Inc., of this action.

Warehouse Direct Inc., the lowest responsible bidder for Group C, is proposing to perform the contract in accordance with the specifications. The estimated cost for Group C of this contract was \$17,000.00, placing their bid of \$16,153.40 approximately 5 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.

The Affirmative Action Ordinance, 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 award Contract 18-009-11, Groups B and C, to Warehouse Direct Inc., in an amount not to exceed \$117,450.16.

Purchase orders will be issued when material is required. Payment will be based on the unit cost as indicated in the contract documents. There was no bid deposit required for this contract. Funds are available in Account 101-20000-623660.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:MS:jd
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 October 4, 2018

Attachment