



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 JANUARY 5, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order for Contract 16-480-11, Renew and Provide Maintenance and Support for All Existing MWRD Polycom Videoconference Equipment, to CDW Government LLC., in an amount not to exceed \$14,119.54, Account 101-27000-612840, Requisition 1434636

Dear Sir:

On September 15, 2016, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 16-480-11, Renew and Provide Maintenance and Support for All Existing MWRD Polycom Videoconference Equipment. The contract expires on April 30, 2018.

In response to a public advertisement of November 30, 2016, a bid opening was held on December 13, 2016. The bid tabulation for this contract is:

CDW GOVERNMENT INC.	\$14,119.54
AUDIO FIDELITY COMMUNICATIONS CORPORATION	\$14,275.49

One Thousand seventy-one (1071) companies were notified of this contract being advertised and twenty one (21) companies requested specifications.

CDW Government LLC, the lowest responsible bidder for this contract, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$13,533.14, placing the total bid of \$14,119.54, approximately 4.3 percent above the estimate.

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

The Affirmative Action Ordinance, Revised Appendix D was not included in this contract because the estimate is less than the minimum threshold established by Section 4 of the Affirmative Action Ordinance.

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 16-480-11, to CDW Government LLC., in an amount not to exceed \$14,119.54.

No bid deposit was required for this contract.

Funds for the expenditure are available in Account 101-27000-612840.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:cm
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 January 5, 2017