



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Details (With Text)

File #:	20-0978	Version:	1
Type:	Agenda Item	Status:	Adopted
File created:	11/4/2020	In control:	Procurement Committee
On agenda:	11/19/2020	Final action:	11/19/2020
Title:	Issue purchase order for Contract 20-936-11, Furnishing and Delivering Citric Acid to Wilson Industrial Sales Company Inc., in an amount not to exceed \$180,000.00, Account 101-69000-623560, Requisition 1532360		
Sponsors:			
Indexes:			
Code sections:			
Attachments:			

Date	Ver.	Action By	Action	Result
11/19/2020	1	Board of Commissioners	Approved	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 19, 2020

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order for Contract 20-936-11, Furnishing and Delivering Citric Acid to Wilson Industrial Sales Company Inc., in an amount not to exceed \$180,000.00, Account 101-69000-623560, Requisition 1532360

Dear Sir:

On January 9, 2020, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 20-936-11, Furnishing and Delivering Citric Acid.

In response to a public advertisement of July 29, 2020, a bid opening was held on August 18, 2020. The bid tabulation for this contract is:

WILSON INDUSTRIAL SALES COMPANY INC.	\$156,312.50
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The Director of Procurement and Materials Management has reviewed the bidders' list for this contract and is satisfied that the market for this service has been adequately solicited. A planholders' survey revealed the following reason for not bidding: slow response from their supplier and could not provide the product. In light of these findings, the Director of Procurement and Materials Management is of the opinion that the bid received is a fair and reasonable price, and nothing would be gained by rejecting the sole bid and re-advertising this contract.

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 this contract, should usage differ from the quantities, is not to exceed \$180,000.00.

Wilson Industrial Sales Company Inc., the sole bidder, is proposing to perform the contract in accordance with

the specifications. The estimated cost of this contract is \$180,000.00, placing their bid of \$156,312.50 approximately 13.2 percent below the estimate.

The Multi-Project Labor Agreement (MPLA) was not included in this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Ordinance, Revised Appendix D applies only to construction contracts over a \$100,000.00 threshold. These sections on page D-5 of the Ordinance address the types of covered contracts:

- Section 4, Coverage: The following provisions, to be known as "Appendix D" together with relevant forms shall apply and be appended to every construction contract awarded by the District where the estimated total expenditure is in excess of \$100,000.00, except contracts let in the event of an emergency contract pursuant to 70 ILCS 2605/11.5."
- Section 5. Definitions: (g) "Construction contract" means any District contract or amendment thereto, providing for a total expenditure in excess on One Hundred Thousand Dollars (\$100,000.00) for the construction, demolition, replacement, major repair or renovation and maintenance of real property and improvement thereon or sludge hauling and any other related contract which the District deems appropriate to be subject to Appendix D consistent with the Ordinance.

The contractor shall commence delivery five days after the mailing date of the purchase order and terminate thirty-six (36) months thereafter, or upon expenditure of available funds, whichever occurs sooner.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue purchase order for Contract 20-936-11, to Wilson Industrial Sales Company Inc., in an amount not to exceed \$180,000.00.

Funds for the 2020 expenditures, in the amount of \$30,000.00, are available in Account 101-69000-623560. The estimated expenditures for 2021 are \$60,000.00, for 2022 are \$60,000.00, and for 2023 are \$30,000.00. Funds for 2021, 2022 and 2023 are contingent on the Board of Commissioners' approval of the District's budget for those years.

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 November 19, 2020