



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 NOVEMBER 5, 2020

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authorization to extend the agreement with Ace Coffee Bar, Inc. for Contract 14-RFP-01 (Re-Bid) to Provide Vending Machines at Various Locations for an additional Three (3) Month Period

Dear Sir:

On June 5, 2014, the Board of Commissioners authorized the Director of Procurement and Materials Management to enter into an agreement with Ace Coffee Bar, Inc. for Contract 14-RFP-01 (Re-Bid) to Provide Vending Machines at Various Locations for a Thirty-Six (36) Month Period. On February 2, 2017, the Board of Commissioners authorized the Director of Procurement and Materials Management to exercise the option to extend the agreement for an additional thirty-six (36) month period. On May 21, 2020, the Board of Commissioners authorized the Director of Procurement and Materials Management to exercise the option to extend the agreement for an additional six (6) month period. The contract expires on November 30, 2020.

A replacement contract was scheduled to be in place by November 30, 2020. However, there were delays in the advertisement of the replacement contract due to disruption from the pandemic and implementation of the new online software for processing RFP submittals. It is recommended that the District be allowed the three (3) month extension to fully evaluate the proposals for the replacement contract submitted on October 30, 2020. The District will not be obligated to complete the term of the extension if a replacement contract is awarded within the three (3) month extension period. The current vendor owns all the vending equipment in use at the District so there will be no cost to the District, nor service disruption, to extend the current contract.

This extension is in compliance with the Illinois Criminal Code since the circumstances were unforeseen at the time the original contract was signed, and it is in the best interest of the District.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to extend the agreement with Ace Coffee Bar, Inc. for Contract 14-RFP-01 (Re-Bid) for an additional three (3) month period from December 1, 2020 to February 28, 2021.

Requested, William S. Sheriff, Acting Administrative Services Officer, SAR:JRM:CO
Recommended, Darlene A. LoCascio, Director of Procurement & Materials Management
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 5, 2020