



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 21-0400, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 6, 2021

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order for Contract 21-609-11, Furnishing and Delivering Unleaded Gasoline and Diesel Fuel to Fulton County, Illinois, to Herr Petroleum Corporation, in an amount not to exceed \$32,852.09, Account 101-69000-623820, Requisition 1543124

Dear Sir:

On November 20, 2020, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids Contract 21-609-11, Furnishing and Delivering Unleaded Gasoline and Diesel Fuel to Fulton County, Illinois.

In response to a public advertisement of April 7, 2021, a bid opening was held on April 20, 2021. The bid tabulation for this contract is:

HERR PETROLEUM CORPORATION	\$32,852.09
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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 reasons for not bidding: could not provide their bid proposal in time. 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.

Herr Petroleum Corporation, the sole bidder, is proposing to perform the contract in accordance with the specifications. The estimated cost of this contract is \$38,000.00, placing their bid of \$32,852.09 approximately 13.5 percent below the estimate.

The contract shall commence five calendar days after the mailing date of the purchase order and terminate twenty-four (24) months thereafter, or upon expenditure of available funds, whichever occurs sooner.

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.

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 21-609-11 to Herr Petroleum Corporation, in an amount not to exceed \$32,852.09.

Funds for the 2021 expenditure, in the amount of \$14,000.00, are available in Account 101-69000-623820. The estimated expenditures for 2022 are \$13,852.09, and for 2023 are \$5,000.00. Funds for the 2022 and 2023 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 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 May 6, 2021