



# Chicago Park District

## Legislation Text

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**File #:** 15-2347-0610, **Version:** 1

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### **AUTHORIZATION TO ENTER INTO A CONTRACT WITH UNIVAR USA FOR THE SUPPLY AND DELIVERY OF SODIUM HYPOCHLORITE SPECIFICATION NO. P-15012**

To the Honorable Board of Commissioners of the Chicago Park District

#### **I. Recommendation**

It is recommended that an order be entered authorizing the General Superintendent or his designee to enter into a contract with Univar USA to supply and deliver Sodium Hypochlorite. This contractor was selected pursuant to a publicly advertised Invitation for Bid. No work may commence and no payment shall be made prior to the execution of a written agreement.

#### **II. Award Information**

Contractor/Vendor: Univar USA  
8201 S. 212<sup>th</sup>  
Kent, Washington 98032

Company Type: Washington Business Corporation

Majority Interests: No one owns more than 7.5% interest in the company.

Contract Period: One (1) year initial term with four (4), one (1) year extension options.

Contract Amount: \$490,000.00 for the initial contract term. Expenditures for services under each extension term will be authorized by annual appropriation and subject to each year's budget.

Affirmative Action The Minority and Women Owned Business Enterprise participation for this contract includes 25% Minority Owned and 5% Women Owned.

Scope of Services: The supply and delivery of Sodium Hypochlorite to the Chicago Park District.

Authorization: Authorize the General Counsel to include other relevant terms and conditions in the written Agreement.  
Authorize the General Superintendent to execute the Agreement and the Secretary to attest as to the signing of the Agreement and keep an original copy of the Agreement on file.

#### **III. Budget and Financial Information**

Budget Classification: Operating  
Fiscal Year: 2015  
Source of Funds: 001-8460-623100

#### **IV. Procurement Information**

Specification Number: P-15012  
Date Issued: May 18, 2015

Date Bids Due: June 3, 2015  
Number of Bids Received: One (1)  
Bid Evaluation Detail: Lowest responsible and responsive bidder

This contract was publicly advertised as an Invitation for Bids (“IFB”). One (1) bid was received on the due date and time, and were was publicly opened and read aloud. The bid was found by the Department of Purchasing (“Purchasing”) to be compliant and responsive.

The Code of the Chicago Park District, Chapter XI, Section D, 1, b, (12) states that the conditions for an award to be made to a single responsible and responsive bidder are that the price submitted is fair and reasonable; and (i) other prospective bidders had a reasonable opportunity to respond to the bid; (ii) there is an inadequate amount of time for re-bid; or (iii) the equipment is available only from one source. The Department of Facility Management reviewed the bid received and determined that the unit price per gallon and the extended price are fair and reasonable. Additionally, this IFB was advertised for 17 calendar days, no requests for an extension of the bid due date were received.

Accordingly, based on the results of the bid review, it has been determined that the lowest responsive and responsible bidder is Univar USA.

## **V. Explanation**

The Chicago Park District (“CPD”) has over 100 outdoor pools, indoor pools, and interactive spray pools district wide, and all of these pools require Sodium Hypochlorite to keep the water safe and clean. Further, the CPD purchases annually approximately 250,000 gallons of Sodium Hypochlorite and the delivery of it may vary by location: at some facilities, the awardee’s delivery truck can drive next to the facility and at other facilities, the awardee’s delivery truck must park curbside and a hose must be used to deliver the Sodium Hypochlorite from the truck and to the containers/drums in the facility.

Univar USA has previous experience in supplying and delivering Sodium Hypochlorite to the Chicago Park District and has the capacity necessary to perform efficiently and in a timely manner.

Therefore, it is in the best interest of the Chicago Park District to award Univar USA the contract for the Supply and Delivery of Sodium Hypochlorite.

## **VI. General Conditions**

1) *Conflicts*: The Agreement shall not be legally binding on the Chicago Park District if entered into in violation of the provisions of 50 ILCS 105, the Public Officer Prohibited Activities Act.

2) *Ethics*: The Chicago Park District’s Ethics Code, Chapter III of the Code of the Chicago Park District, shall be incorporated into and made part of the agreement.

3) *Contingent Liability*: Any agreement lawfully entered into for a period of more than one year shall be executory only for the amounts for which the Park District may become liable in succeeding fiscal years pursuant to 70 ILCS 1505/17(i).

4) *Economic Disclosure Statement (“EDS”)*. Contractor has submitted full and complete EDS.