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**Memorandum**

To: Honorable Mayor and City Council  
From: Linda Styczen, Procurement Officer  
Date: June 5, 2017  
Subject: Recommendation for Generator Replacement at Countryside Pumping Station

Background

The City issued an Invitation to Bid for the replacement of a standby diesel-fueled generator for emergency duty at the Countryside pumping station.

Scope of Work

The project consists of replacing the existing standby generator and relocating the chlorine control room at the Countryside pumping station. A mandatory pre-bid meeting was held and eight contractors attended.

Results

One (1) bid was received. A survey was sent to the seven other contractors that attended the pre-bid meeting to determine why bids were not submitted. Contractors indicated that their current workloads precluded them from bidding on this project. This is the peak time of year for construction projects and many contractors have projects scheduled throughout the summer.

Water department staff reviewed the bid from Joseph J. Henderson & Son, Inc., and determined that the bid is compliant with the project specifications.

Bidder	Address	Project Total Cost
Joseph J. Henderson & Son, Inc.	4288 Old Grand Avenue Gurnee, IL 60031	\$471,000.00

After review of the bid and contacting references, it was determined that the bidder, Joseph J. Henderson & Son, Inc., is a responsible bidder that is qualified and experienced with this work.

Funding for the generator replacement is included in the Water Fund Capital Projects fund for FY 2017/18. The budget is \$530,000. The low bid is \$59,000 below budget.

I recommend the City Council approve the attached resolution authorizing the execution of an agreement with Joseph J. Henderson & Son, Inc., for \$471,000.00.

Agreement exhibits are on file in the City Clerk's office and available for review.