Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Details (With Text)

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Title:	Issue purchase order to CDW Government LLC, for Adobe Acrobat Pro Software Licenses and License Renewal, in an amount not to exceed $17,123.73, Account 101-27000-612820, Requisition 1528190		
Sponsors:			
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Date	Ver.	Action By	Action	Result
11/21/2019	1	Board of Commissioners	Approved	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 21, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order to CDW Government LLC, for Adobe Acrobat Pro Software Licenses and License Renewal, in an amount not to exceed $17,123.73, Account 101-27000-612820, Requisition 1528190

Dear Sir:

Authorization is requested to issue a purchase order to CDW Government LLC for Adobe Acrobat Pro software licenses and license renewal for a one-year period. The coverage period for Adobe Acrobat Pro software maintenance under this purchase order is from December 21, 2019 through December 20, 2020.

The District uses Adobe Acrobat Pro software to create and edit PDF documents.

On February 22, 2012, The City of Chicago advertised a Request for Proposal (RFP) for “Computer Hardware, Software Peripherals and Related Maintenance and Installation Services” in collaboration with the Cook County. Multiple responses were received by the proposal due date of June 6, 2012. CDW Government LLC was awarded the three-year contract effective October 1, 2014, with an option to extend the contract for two additional one-year terms. On September 27, 2019, the City of Chicago contract was extended to September 30, 2021. Article 10) General Conditions, Section j) “Governmental Joint Purchasing Agreement,” allows other government agencies to purchase goods or services under this contract.

CDW Government LLC has submitted prices for Adobe Acrobat Pro software license renewal for a one-year period per the established contract discount percentages. Inasmuch as CDW Government LLC, is the only source of supply for the services required, nothing would be gained by advertising for bids (Section 11.4 of the Purchasing Act).

CDW Government LLC is registered and in good standing with the State of Illinois.

The Multi-Project Labor Agreement is not applicable to this contract because the classification of work does not fall within the provisions of the MPLA.

The Affirmative Action Appendix A and Appendix V are not included in this contract because the estimate is less than the minimum threshold established by Section 4 of the Affirmative Action Ordinance.

In view of the foregoing, it is requested that the Director of Procurement and Materials Management be authorized to issue said purchase order to CDW Government LLC in an amount not to exceed $17,123.73.

Funds are available in Account 101-27000-612820.

Requested, John Sudduth, Director of Information Technology, JHS:SK:BVS:vn
Recommended, Darlene A. LoCascio, Director of Procurement and 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 21, 2019