



# 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 and enter into an agreement for Contract 13-RFP-04 Consulting Services for Performance Management System, with Clarity Partners, LLC, in an amount not to exceed \$500,000.00, Account 201-50000-601170 Requisition 1354045

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
5/1/2014	1	Board of Commissioners	Approved	Pass
5/1/2014	1	Committee of the Whole	Recommended	Pass

### TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

#### COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement for Contract 13-RFP-04 Consulting Services for Performance Management System, with Clarity Partners, LLC, in an amount not to exceed \$500,000.00, Account 201-50000-601170 Requisition 1354045

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Clarity Partners, LLC to provide Consulting Services for Performance Management System.

The purpose of this contract is to obtain consulting services for requirements gathering, developing and implementing Key Performance Indicator (KPI) reports, dashboards, and tools. Consulting services will be required for this project.

On October 16, 2013, Request for Proposal 13-RFP-04 was advertised. Four hundred forty two (442) firms were notified, and eighty six (86) firms requested proposal documents. The District received thirteen (13) proposals on November 11, 2013, from the vendors:

Four District employees, three members of the Information Technology Department, and one member of the Procurement and Materials Management Department reviewed each proposal. Proposals were evaluated based on criteria such as: understanding of the project, approach to work, experience completing projects of similar scope and technical competence, and cost.

Based on the evaluation, six (6) Proposers were scheduled to do a presentation and respond to questions

from District staff. The Proposers were then afforded the opportunity to submit an unqualified Best and Final Offer to the Director of Procurement and Materials Management.

Based on the vendor presentations and responses, Clarity Partners, LLC was selected based on the approach to work and cost. Clarity Partners, LLC has relevant experience in providing consulting services for Performance Management System.

The agreement will begin June 1, 2014 with an anticipated completion date of December 31, 2015.

Inasmuch as the firm Clarity Partners, LLC possesses the required professional skill, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order and enter into an agreement per Section 11.4 of the Purchasing Act, in an amount not to exceed \$500,000.00.

Funds for the 2014 expenditure, in the amount of \$250,000.00, are available in Account 201-50000-601170. The estimated expenditure for 2015 is \$250,000.00. Funds for the 2015 expenditure are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, Ellen Barry, Acting Director of Information Technology, EB:VA.

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 May 1, 2014