



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 14-1026, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 18, 2014**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order to SHI International Corporation to Furnish and Deliver Adobe Acrobat Pro Software Maintenance under State of Illinois Statewide Master Contract CMS4744070, in an amount not to exceed \$13,181.00, Account 101-27000-612820, Requisition 1380230

Dear Sir:

Authorization is requested to issue a purchase order to SHI International Corporation to furnish and deliver Adobe Acrobat Pro software maintenance for a one-year period under State of Illinois Statewide Master Contract CMS4744070. The District has the ability to participate in State of Illinois contracts under the Government Joint Purchasing Act, 30 ILCS 525/0.01 et.seq. The coverage period for Adobe Acrobat Pro software maintenance under this purchase is from December 20, 2014 through December 19, 2015.

Contract CMS4744070 is a competitively bid statewide State of Illinois Master Contract with SHI International Corporation, an Adobe reseller, for the purchase of Adobe software products and software maintenance at costs reflecting volume discounts against the manufacturer's catalog/list price for all Adobe software products and maintenance. The contract period for CMS4744070 began July 1, 2013 and expires June 30, 2015.

On December 5, 2013, the Board authorized entering into an agreement with Adobe Systems Incorporated for Adobe volume licensing for software and software maintenance for a three-year period from December 12, 2013 to December 19, 2016. The Agreement with Adobe gave the District the option of annual maintenance payments over a three-year period. This request is for approval to make the second annual software maintenance payment.

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

SHI International Corporation, the sole source of supply under State of Illinois Contract CMS4744070 of Adobe Acrobat Pro licenses and software maintenance, has submitted prices for the product required. Inasmuch as SHI International Corporation is the only source of supply for the product required, said purchase order may be issued without competitive bidding pursuant to Section 11.4 of the Purchasing Act.

SHI International Corporation is registered and in good standing with the State of Illinois.

The Multi-Project Labor Agreement is not applicable to this contract because it is primarily a furnish and deliver contract.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue said purchase order to SHI International Corporation in an amount not to exceed \$13,181.00.

Funds are available in Account 101-27000-612820.

Requested, Ellen Barry, Acting Director of Information Technology, EB:BVS:bvs

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 September 18, 2014