



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 15-0945, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 3, 2015

COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Authority to advertise Contract 15-449-11 Furnish and Deliver Videoconference and A/V Equipment, estimated cost \$137,594.16, Accounts 101-27000-612840, 623810, 634820, 634840, 612820, Requisition 1401819

Dear Sir:

Contract documents and specifications have been prepared to Furnish and Deliver Videoconference and A/V Equipment. This contract will end on November 30, 2015.

The purpose of this contract is to furnish and deliver videoconference and A/V equipment to the District's Information Technology Department. This will provide the following video communication capabilities:

1. Hardware/software upgrade of our existing videoconference infrastructure needed to support unified Polycom-based and platform-independent videoconference and web conference sessions
2. Hardware upgrade of our existing videoconference endpoints and A/V systems in four District conference rooms
3. Recording (remote or local), live streaming and media management of District events at any of the videoconference rooms

The District's video communication infrastructure (which comprises videoconference, streaming video and audio/visual presentations) has increasingly been serving the day-to-day communication (internal and occasionally external) and training needs of the District.

The estimated cost for this contract is \$137,594.16.

A bid deposit is not required for this contract.

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

The Affirmative Action Ordinance, Revised Appendix D is not included in this contract because it is primarily a Furnish and Deliver contract.

The tentative schedule for this contract is as follows:

Advertise	October 14, 2015
Bid Opening	October 27, 2015
Award	November 3, 2015
Completion	November 30, 2015

Funds are available in Accounts 101-27000-612840, 623810, 634820, 634840, 612820.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 15-449-11.

Requested, John Sudduth, Director of Information Technology, JS:RP:MN

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 3, 2015