



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 19, 2015

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order to CDW Government, LLC to furnish and deliver Microsoft Software and Software Maintenance, in an amount not to exceed \$1,728,303.12, Account 101-27000-612820, Requisition 1401479

Dear Sir:

Authorization is requested to issue a purchase order to CDW Government, LLC, to furnish and deliver Microsoft software and software maintenance for a three-year period in accordance with the State of Illinois Master Contract for Purchase of Microsoft Products (LAR) [Large Account Reseller] (CMS6945110). The District has the ability to participate in State of Illinois (State) Contracts #4010653 under the Government Joint Purchasing Act, 30 ILCS 525/0.01 et.seq. All parts will be delivered by November 30, 2018.

The issuance of a purchase order to CDW Government, LLC, for Microsoft software and software maintenance is contingent on approval by the Board of the request, submitted in a separate Board Letter, to enter into an Agreement to participate in the State of Illinois Master Microsoft Enterprise Agreement (CMS6926470) for a three-year period (December 1, 2015 - November 30, 2018).

If the District's enrollment in the State of Illinois Master Microsoft Agreement is approved, the District must issue the purchase order to a reseller of Microsoft products for the duration of the three-year Microsoft Enterprise Enrollment since Microsoft uses resellers rather than selling directly. The State advertised and issued contract documents for a Master Contract for the Purchase of Microsoft Products (LAR) (Large Account Resellers) (CMS6945110) soliciting suppliers qualified to provide Microsoft software at discounted prices. The State evaluated the responses to the contract and determined that the supplier, CDW Government, LLC, was the lowest responsive and responsible bidder qualified to provide the software required under the contract. CDW Government, LLC's current contract with the State expires November 30, 2019.

CDW Government, LLC, the sole source of supply under the State of Illinois Master Contract for the Purchase of Microsoft Products (LAR) (Large Account Resellers) (CMS6945110), has submitted prices for Microsoft software and software maintenance required. Inasmuch as CDW Government, LLC, is the only source of supply under the State of Illinois Master Contract for the Purchase of Microsoft Products (LAR) (Large Account Resellers) (CMS6945110) for Microsoft software and software maintenance, said purchase order may be issued without competitive bidding pursuant to 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 due to the specialized nature of the services required.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order to CDW Government, LLC in an amount not to exceed \$1,728,303.12.

Funds for the 2015 expenditure in the amount of \$576,101.04 are available in Account 101-27000-612820. The estimated expenditure for 2016 is \$576,101.04 and for 2017 is \$576,101.04. Funds for the 2016 and 2017 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, John Sudduth, Director of Information Technology, JS: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 November 19, 2015