



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 SEPTEMBER 1, 2016

COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Issue purchase order and amend an existing agreement with ReadSoft, Inc. for Software Maintenance and Support Renewal, in an amount not to exceed \$85,114.11, Account 101-27000-612820, Requisition 1430732

Dear Sir:

Authorization is requested to issue a purchase order and amend an existing agreement with ReadSoft, Inc. for software maintenance and support renewal for a three-year period. This purchase order will expire on November 30, 2019.

The initial year annual payment amount of \$27,537.00 for the software maintenance and support renewal will be effective as of December 1, 2016 through November 30, 2017.

Year 2, one annual payment in the amount of \$28,363.11 is due by December 1, 2017 for the software maintenance and support renewal and is effective from December 1, 2017 through November 30, 2018.

Year 3, one annual payment in the amount of \$29,214.00 is due by December 1, 2018 for the software maintenance and support renewal and is effective from December 1, 2018 through November 30, 2019.

The ReadSoft software is used by the District to automate invoice capture and integrated transfer of documents into SAP.

ReadSoft, Inc., the sole service provider of the ReadSoft software and technical support services, has submitted prices for the software maintenance and support renewal required. Inasmuch as ReadSoft, Inc. is the only source of supply for the maintenance and support renewal required, nothing would be gained by advertising for bids (Section 11.4 of the Purchasing Act).

ReadSoft, Inc. 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 and amend an existing agreement with ReadSoft, Inc. for a three-year period, in an amount not to exceed \$85,114.11.

Funds for the 2016 expenditure, in the amount of \$27,537.00, are available in Account 101-27000-612820. The estimated expenditure for 2017 is \$28,363.11, and 2018 is \$29,214.00. Funds for the 2017 and 2018 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:SK: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 1, 2016