



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 enter into an agreement with e-Builder, Inc. for Contract 16-RFP-11 Electronic Project Management System and Technical Support Services for a one-year period, in a total amount not to exceed \$723,558.00, Accounts 401-50000-612430, 101-27000-612820, Requisitions 1434658, 1434181

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with e-Builder, Inc. for Contract 16-RFP-11 Electronic Project Management System and Technical Support Services, related to implementation of the Electronic Project Management System in an amount not to exceed \$476,575.00, and maintenance, support and license fees for a one-year period, in an amount not to exceed \$246,983.00, for a total amount not to exceed \$723,558.00

A Request for Proposal, 16-RFP-11, Electronic Project Management System and Technical Support Services, was advertised on March 30, 2016. Four hundred and eight (408) firms were notified, and thirty nine (39) firms requested proposal documents. Six (6) responsive proposals were received on May 6, 2016.

The RFP Process was coordinated through the Director of Procurement and Materials Management. The Selection Advisory Committee (Committee), which reviewed and evaluated the submitted RFPs, consisted of staff from Information and Technology, Engineering, and the Procurement and Materials Management Departments. Responses were evaluated according to criteria defined in the RFP. Firms were ranked based on the numeric score calculated by the Committee.

The Committee reached a consensus that three proposers met the technical qualifications required by the RFP. These firms were interviewed and requested to submit their best and final offers. A final evaluation matrix, including the interview evaluations and best and final offers, resulted in an over-all top ranking for e-Builder, Inc. The Committee noted e-Builder, Inc.'s user friendly system, multiple relevant local municipal references, instant availability of the required system components without need for customization, and ongoing research and development.

The Electronic Project Management system will be used to manage all of the District's Capital Improvement Plan (CIP) projects and report on the \$250 million CIP expenditures, as well as the various metrics used in the department. These include: tracking project design and construction schedules, forecasting award dates, cash flow projections for budgeting, and all construction contractor submittals and documentation. In addition, the software will improve the data collection and reporting of compliance with the Affirmative Action Ordinance, Appendix D, as recommended by the Disparity Study conducted in 2015.

e-Builder, Inc. has more than 21 years of experience providing Electronic Project Management System and technical support services, including services to multiple state, city, and regional municipal agencies.

The estimate for the RFP was based on the existing construction document management system procured over ten years ago, and it was discovered during the evaluation process that the systems available today are much more robust, more secure, and have many more reporting features and expansion capabilities. Therefore, the cost of implementation is greater than was contemplated prior to issuing the RFP. However, it is anticipated that there will be a cost savings with the new system by streamlining and integrating current processes and consolidating multiple functions currently performed by staff to this single project management system.

Inasmuch as the firm e-Builder, Inc. possesses a high degree of 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 for Electronic Project Management System and Technical Support Services for a one-year period, in an amount not to exceed \$723,558.00, per Section 11.4 of the Purchasing Act.

Funds for 2016 in the amount of \$\$476,575.00 are available in Account 401-50000-612430. Funds are being requested in 2017 in Account 101-27000-612820, and are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, Catherine O'Connor, Director of Engineering, MVL:CH

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.