



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 OCTOBER 5, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement for Contract 17-RFP-15 Consulting Services for Laboratory Information Management System (LIMS) Upgrade, with Astrix Software Technology, Inc., in an amount not to exceed \$298,915.00, Account 401-50000-612430, Requisition 1455231

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Astrix Software Technology, Inc. for Laboratory Information Management System (LIMS) Upgrade for a one-year period.

The purpose of this contract is to allow for the upgrading of the District's current LIMS from the Thermo Fisher Scientific application, Sample Manager (SM) version 10.2, to SM 12.0 and to integrate the Organic Compounds Analytical Laboratory into LIMS. The upgrade will increase functionality, accuracy, efficiency, and reduce the Monitoring and Research Department's reliance on Information Technology Department support.

On March 15, 2017, Request for Proposal 17-RFP-15 Consulting Services for Laboratory Information Management System (LIMS) Upgrade was publically advertised. Four hundred and seven (407) firms were notified and forty one (41) firms requested proposal documents. On April 7, 2017 the District received one (1) proposal from Astrix Technology, Inc.

The proposal was evaluated by staff from Procurement and Materials Management, Information Technology and Monitoring and Research consistent with criteria specified in the Request for Proposal 17-RFP-15. After the evaluation, Astrix Software Technology, Inc. was interviewed and its references called. Subsequently, Astrix Software Technology, Inc. was requested to provide a best and final offer. The best and final offer was due to the Director of Procurement and Materials Management by August 11, 2017.

Based on evaluations of the proposal and interview, it is recommended that a purchase order be issued to Astrix Software Technology, Inc. Astrix Software Technology, Inc. offers specialized expertise in the use and support of the SM 12.0 application and is a member of the Thermo Fisher Scientific Global Partner Alliance. This expertise is critical to satisfy the scope of this RFP.

The Diversity Section has reviewed the proposal and has concluded that Astrix Software Technology, Inc. is in accordance with the District's Affirmative Action Policy. Astrix Software Technology, Inc. submitted information documenting its good faith efforts in attempting to meet the contract goals. The Diversity section has reviewed Astrix Software Technology Inc.'s good faith efforts and has determined that Astrix Software Technology, Inc. has met the requirements of Appendix A.

Inasmuch as the firm of Astrix Software Technology, 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 per Section 11.4 of the Purchasing Act, in an amount not to exceed

\$298,915.00.

Funds for the 2017 expenditure, in the amount of \$74,728.75, are available in Account 401-50000-612430. The estimated expenditure for 2018 is \$224,186.25. Funds for the 2018 expenditures are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, John H. Sudduth, Director of Information Technology, JHS:SW:rw

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 October 5, 2017