



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-1112, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 2, 2017**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order to SHI International Corporation to Furnish and Deliver Adobe Acrobat Pro Software Licenses and License Renewal, in an amount not to exceed \$18,408.00, Accounts 101-27000-612820, 623800, Requisition 1468503

Dear Sir:

Authorization is requested to issue a purchase order to SHI International Corporation to furnish and deliver Adobe Acrobat Pro software licenses and license renewal for a one-year period under General Services Administration (GSA) Joint Purchasing Contract GS-35F-0111K. The District has the ability to participate in GSA contracts under the Government Joint Purchasing Act, 30 ILCS 525/0.01 et.seq. The coverage period for Adobe Acrobat Pro software maintenance under this purchase is from December 20, 2017 through December 19, 2018.

GS-35F-0111K is a GSA Schedule 70 Contract which offers a wide range of software and accompanying services through licensing agreements. The GSA currently has a competitively bid contract with SHI International Corporation for the purchase of Adobe software and related services. The invitation to bid was issued to establish a contract to enable authorized governmental units to purchase Adobe software and software maintenance during the contract period which began on November 24, 2004 and expires on November 23, 2019.

The District uses Adobe Acrobat Pro software to create and edit PDF documents.

SHI International Corporation, the sole source of supply under General Services Administration (GSA) Joint Purchasing Contract GS-35F-0111K of Adobe Acrobat Pro licenses and software maintenance, has submitted prices for the product required. Inasmuch as SHI International Corporation is the only source of supply for the product required, said purchase order may be issued without competitive bidding pursuant to Section 11.4 of the Purchasing Act.

SHI International Corporation is registered and in good standing with the State of Illinois.

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

In view of the foregoing, it is requested that the Director of Procurement and Materials Management be authorized to issue said purchase order to SHI International Corporation in an amount not to exceed \$18,408.00.

Funds are available in Accounts 101-27000-612820, 623800.

Requested, John H. Sudduth, Director of Information Technology, JHS: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 November 2, 2017