



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-0229, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MARCH 15, 2018

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue purchase order and enter into an agreement for Contract 17-RFP-29 Perform Information Technology Network Operations Consulting Services, with Sentinel Technologies, Inc., in an amount not to exceed \$80,000.00, Account 101-27000-612430, Requisition 1462221

Dear Sir:

Authorization is requested to issue a purchase order and enter into an agreement with Sentinel Technologies, Inc., to Perform Information Technology Network Operations Consulting Services.

The intent of this request for proposal is to supply information technology network operations consulting services to help the District's internal Information Technology Department perform advanced system upgrades and to provide staff augmentation for specific information technology projects.

Request for Proposal 17-RFP-29 was first advertised on July 5, 2017 for network operations and consulting services. Of the two hundred forty-seven (247) firms that were notified fifty-two (52) firms requested proposal documents. The District received two (2) proposals on July 28, 2017 from the following vendors: Sentinel Technologies and Sagin, LLC.

Five District employees, consisting of four (4) members of the Information Technology Department and one (1) member of the Procurement Department, reviewed each proposal. Proposals were evaluated based on the following criteria: understanding of the project, approach to work, experience completing projects of similar scope, and technical competence.

Based on these evaluations, two (2) proposers were scheduled to do a presentation and respond to questions from District staff. The two (2) proposers were also afforded the opportunity to submit an unqualified Best and Final Offer to the Director of Procurement and Materials Management.

Based on the vendor presentation and response, Sentinel Technologies, Inc., was evaluated as having the highest rated proposal. Sentinel Technologies, Inc., has highly relevant experience in providing advanced network implementations and special project based consulting.

As proposed the contract term for the District's network consulting will start April 1, 2018 with an anticipated end date of December 31, 2018.

Inasmuch as the firm of Sentinel Technologies, 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 \$80,000.00.

Funds are available in Account 101-27000-612430.

Requested, John Sudduth, Director of Information Technology, JS:SK

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 March 15, 2018