



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-1237, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 6, 2018

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Report on advertisement of Request for Proposal 19-RFP-09 SAP Software Maintenance, estimated cost \$975,000.00, Account 101-27000-612820, Requisition 1507526

Dear Sir:

Request for Proposal (RFP) documents have been prepared for SAP Software Maintenance, at the request of Information Technology. The contract begins April 1, 2019 and ends June 30, 2022.

The purpose of this contract is to obtain SAP Software Maintenance to provide MWRD with security and code correction patches for SAP software currently licensed to MWRD and to provide SAP software patches needed to operate with third-party operating systems and databases. This contract will also provide a customer support website where issues can be logged and solutions to software malfunctions can be searched for. Finally, this contract will provide tax and legal software updates necessary to process MWRD's payroll. The software maintenance and support shall be provided on an annual basis for three periods (years) with two one-year options to extend the software maintenance subject to Board approval.

The estimated cost for this proposal is \$975,000.00. The estimated 2019, 2020, 2021 expenditures are \$325,000.00, \$325,000.00 and \$325,000.00, respectively.

A bid deposit is not required for this RFP.

Appendix A will not be included because the requested services do not provide practical or cost-effective opportunities for direct or indirect subcontracting.

The tentative schedule for this contract is as follows:

Advertise	December 12, 2018
Proposals Received	January 4, 2019
Award	March 7, 2019
Completion	June 30, 2024

Funds are being requested in 2019, 2020 and 2021 in Account 101-27000-612820, and are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, John H. Sudduth, Director of Information Technology, JS:RB:ky
Respectfully Submitted, Darlene A. LoCascio, Director of Procurement and Materials Management