



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 19-0023, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF JANUARY 10, 2019**

#### COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order for Contract 18-474-11, Furnish and Deliver One-Year Site License Software Maintenance Renewal of FileMaker Pro Software to the MWRDGC, to Koi Computers, Inc., in an amount not to exceed \$29,862.00, Account 101-27000-612820, Requisition 1498402

Dear Sir:

On October 4, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 18-474-11, Furnish and Deliver One-Year Site License Software Maintenance Renewal of FileMaker Pro Software to the MWRDGC. The contract will expire on December 31, 2019.

In response to a public advertisement of November 28, 2018, a bid opening was held on December 11, 2018. The bid tabulation for this contract is:

KOI COMPUTERS, INC.	\$29,862.00
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Two hundred sixty-eight (268) companies were notified of this contract being advertised and seven (7) companies requested specifications.

The Director of Procurement and Materials Management has reviewed the bidders' list for this contract, and is satisfied that the market for this service has been adequately solicited. A planholders' survey revealed the following reasons for not bidding: cannot provide service. In light of these findings, the Director of Procurement and Materials Management is of the opinion that the bid received is a fair and reasonable price, and nothing would be gained by rejecting the sole bid and re-advertising this contract.

Koi Computers, Inc., the lowest responsible bidder for this contract, is proposing to perform the contract in accordance with the specifications. The estimated cost for this contract was \$31,050.00, placing the total bid of \$29,862.00, approximately 3.8 percent below the estimate.

The Multi-Project Labor Agreement (MPLA) was not included in this contract because it is primarily a furnish and deliver contract.

The Affirmative Action Ordinance, Revised Appendix D was not included in this contract because it is primarily a furnish and deliver contract.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order for Contract 18-474-11, to Koi Computers, Inc., in an amount not to exceed \$29,862.00.

No bid deposit was required for this contract.

Funds in the amount of \$29,862.00 are available in Account 101-27000-612820.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:cm  
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 January 10, 2019