



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 19-0980, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF OCTOBER 17, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to Advertise Contract 19-RFP-39 Enhancements to the District's new website, estimated cost \$300,000.00, Account 101-27000-612430, Requisition 1529902 (*Deferred from the October 3, 2019 Board Meeting*)

Dear Sir:

Request for Proposal (RFP) documents have been prepared for enhancements to the District's website, at the request of the Information Technology Department. The contract will end on December 31, 2020.

The purpose of this contract is to obtain software, programming, and design services necessary to enhance the District's new external website. The new website provides a solid foundation for adding additional technology, design and content. The District's strategic plan includes the goal of implementing a modern web content management system that provides a streamline approach for storing and delivering web connect (e.g. images, videos, department pages, etc.), and interactive tools will serve as a valuable educational resource that can help the public better understand the role and responsibility of the District.

The estimated cost for this RFP is \$300,000.00.

No bid deposit is required for this RFP.

Appendix A will be included in this RFP.

The tentative schedule for this contract is as follows:

Advertise	October 9, 2019
Proposals Received	November 1, 2019
Award	January 2, 2020
Completion	December 31, 2020

Funds for year 2020 are contingent on the Board of Commissioners' approval of the District's budget for that year.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to advertise Contract 19-RFP-39.

Requested, John Sudduth, Director of Information Technology, JS
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 17, 2019

