



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 19-1063, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 7, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order to Canon Solutions America, Inc. to purchase our existing fleet of Canon Multifunction Devices, in an amount not to exceed \$161,807.78, Accounts 101-27000-623810, 634810, Requisition 1531790

Dear Sir:

Authorization is requested to issue a purchase order to Canon Solutions America, Inc. to purchase our existing fleet of Canon Multifunction Devices that are currently leased to the District from Canon Solutions America, Inc.

The Canon multifunction devices have a significant amount of remaining useful life. Since we are ending our 60th-month of leasing with Canon Solutions America, Inc., it is in the financial best interest of the District to purchase our existing fleet and eliminate our rental costs.

Canon Solutions America, Inc. is the sole source for the buyout of these devices. Canon Solutions America, Inc. has submitted prices for the buyout of the leased Canon multifunction devices. Inasmuch as Canon Solutions America, Inc. is the only source of our leased multifunction devices, said purchase order may be issued without competitive bidding pursuant to Section 11.4 of the Purchasing Act.

Canon Solutions America, Inc 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 Canon Solutions America, Inc. in an amount not to exceed \$161,807.78.

Funds are available in Accounts 101-27000-623810, 634810.

Requested, John Sudduth, Director of Information Technology, JS:JR:ML:ml
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 7, 2019