



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-0185, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF FEBRUARY 18, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order to Kofax, Inc. to Furnish and Deliver Renewal License, Software Maintenance and Support for the Kofax Network Fax Software, in an amount not to exceed \$37,474.00, Account 101-27000-612820, Requisition 1297533

Dear Sir:

Authorization is requested to issue a purchase order to Kofax, Inc. to furnish and deliver renewal license, software maintenance and support for the Kofax Network Fax Software to the Main Office Building. The renewal license for the Kofax Network Fax Software will be delivered by March 1, 2010. The maintenance and support will be valid for a twenty-four (24) month period beginning March 1, 2010 and ending on February 28, 2012.

Kofax, Inc. (formerly Kofax Image Products, Inc.) is the manufacturer and provider of the Kofax Network Fax Software, renewal licenses, maintenance and support for the product. The renewal license for the software, maintenance and support services are required to provide routine enhancements and upgrades for the software and also provides the rights to receive and use new versions of the software as they become available.

The District's Procurement and Materials Management Department primary faxing capability for purchase orders is provided through the use of the Kofax Network Fax Software. The Kofax Network Fax Software is widely used throughout the District for sending and receiving electronic faxes. Therefore, the maintenance is critical to insure the reliability and integrity of the data communicated in support of procurement services.

Kofax, Inc. (formerly Kofax Image Products, Inc.), the manufacturer and sole source of supply, has submitted a proposal for the renewal license for the Kofax Network Fax Software, maintenance and support required. Inasmuch as Kofax, Inc. is the only source of supply for the renewal license for the Kofax Network Fax Software, maintenance and support, said purchase order may be issued without competitive bidding pursuant to Section 11.4 of the Purchasing Act.

Kofax, 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 recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order to Kofax, Inc., in an amount not to exceed \$37,474.00.

Funds are available in Account 101-27000-612820.

Requested, Keith D. Smith, Director of Information Technology, KDS:EJ:DV:mh
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 February 18, 2010