



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 10-1474, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 2, 2010**

#### COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Issue purchase order for Contract 10-474-11, Furnish and Deliver One-Year Maintenance Renewal of FileMaker Pro Software to the MWRDGC, to Koi Computers, Inc., in an amount not to exceed \$29,673.00, Account 101-27000-612820, Requisition 1296038

Dear Sir:

On August 12, 2010, the Board of Commissioners authorized the Director of Procurement and Materials Management to advertise for bids, Contract 10-474-11, Furnish and Deliver One-Year Maintenance Renewal of FileMaker Pro Software to the MWRDGC.

In response to a public advertisement of October 20, 2010 a bid opening was held on November 2, 2010. The bid tabulation for this contract is:

|                     |             |
|---------------------|-------------|
| KOI COMPUTERS, INC. | \$29,673.00 |
|---------------------|-------------|

Three hundred twenty-two (322) companies were notified of this contract being advertised and fifteen (15) 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 reason for not bidding: goods or service was outside their area of business. 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 Computes, Inc., the lowest responsible bidder, 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 \$29,673.00, approximately 4 percent below the estimate.

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

The 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 10-474-11, to Koi Computers, Inc., in an amount not to exceed \$29,673.00. There was no bid deposit for this contract.

Funds are available in Account 101-27000-612820.

Recommended, Darlene A. LoCascio, Director of Procurement and Material Management, DAL:SEB:klv  
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 December 2, 2010