



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 18-0566, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JUNE 21, 2018

COMMITTEE ON PROCUREMENT

Mr. John P. Murray, Acting Executive Director

Report on advertisement of Request for Proposal 18-RFP-03 SAP Operations Support, estimated cost \$220,000.00, Account 101-27000-612430, Requisition 1477235

Dear Sir:

Request for Proposal (RFP) documents have been prepared for SAP Operations Support, at the request of the Information Technology Department. The contract is expected to begin on November 1, 2018 and end on December 31, 2019.

The purpose of this contract is to obtain SAP consulting services to assist the Human Resource, Budget Office, Finance, Treasury, and Procurement Departments with developing SAP interfaces to third party systems, system maintenance, security, and addressing operational issues of the SAP ERP and Public Budget Formulation (PBF) environments.

The estimated cost for this RFP is \$220,000.00. The estimated 2018 and 2019 expenditures are \$40,000.00 and \$180,000.00, respectively.

No bid deposit is required for this RFP.

Appendix A will be included in this RFP. The type of work to be performed under this contract is within the professional services category for establishing Minority-owned Business Enterprises (MBE), Women-owned Business Enterprises (WBE) and/or Small Business Enterprises (SBE) goals. The best faith efforts MBE, WBE and/or SBE goals for this contract are: 15% MBE and/or WBE and 10% SBE.

The tentative schedule for this contract is as follows:

Advertise	July 18, 2018
Proposals Received	August 10, 2018
Award	November 1, 2018
Completion	December 31, 2019

Funds for the current year are available in Account 101-27000-612430. Funds for the subsequent year, 2019, are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, John Sudduth, Director of Information Technology JHS:RB:ky
Respectfully Submitted, Darlene A. LoCascio, Director of Procurement and Materials Management