



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 21-0378, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 6, 2021

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Issue purchase order to Carahsoft Technology Corporation for Smartsheet Software License Renewal, in an amount not to exceed \$23,442.80, Account 101-27000-612820, Requisition 1561996

Dear Sir:

Authorization is requested to issue a purchase order to Carahsoft Technology Corporation for Smartsheet software license renewal under General Services Administration (GSA) Joint Purchasing Contract GS-35F-0119Y. The term of this purchase order is June 18, 2021 to June 17, 2022.

The District has the ability to participate in GSA contracts under the Government Joint Purchasing Act, 30 ILCS 525/0.01 et.seq. GS-35F-0119Y is a GSA Schedule 70 Contract which offers a wide range of software and accompanying services through licensing agreements. The GSA currently has a competitively bid contract with Carahsoft Technology Corporation for the purchase of annual Smartsheet software maintenance. Carahsoft Technology Corporation's GSA Schedule #GS-35F-0119Y term is December 20, 2011 through December 19, 2021.

The District uses Smartsheet to manage various tasks and projects. Renewal of software licenses will ensure continued use of the software and will provide software updates and upgrades.

Carahsoft Technology Corporation, the sole source of supply under GSA Contract GS-35F-0119Y, has submitted prices for the products required. Inasmuch as Carahsoft Technology Corporation is the only source of supply for Smartsheet software renewal, said purchase order may be issued without competitive bidding pursuant to Section 11.4 of the Purchasing Act.

Carahsoft Technology Corporation is registered and in good standing with the State of Illinois.

The Multi-Project Labor Agreement (MPLA) is not applicable to this contract because the classification of work does not fall within the provisions of the MPLA.

In view of the foregoing, it is requested that the Director of Procurement and Materials Management be authorized to issue said purchase order to Carahsoft Technology Corporation in an amount not to exceed \$23,442.80.

Funds are available in Account 101-27000-612820.

Requested, John Sudduth, Director of Information Technology, JS:SK:BVS:vn
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 May 6, 2021