



MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: September 2, 2020

Re: SPAN Contract for Design Integration Cost Increase

In May 2020, the CMAP Board approved a contract with SPAN for design integration services for the CMAP website. The Board approved a three-year contract, with two 1-year options for renewal, for a not-to-exceed amount of \$750,000. This amount did not account for unspent funds from the previous contract that are still available and the two option years. CMAP staff is seeking approval to increase this contract limit to an annual maximum not-to-exceed amount of \$300,000 for a total project cost not to exceed \$1,325,000.

It is recommended that the Board approve the requested cost increase, which reflects an increase of \$575,000. Support for this project will be provided by the FY21-FY25 UWP Operating budgets. Option years will be dependent upon vendor performance and available budget.

ACTION REQUESTED: Approval



MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: September 2, 2020

Re: Contract Approval for Laptop Computers with Lenovo

CMAP is seeking to purchase thirty-two (32) Lenovo ThinkPad T14 laptops and twenty-five (25) Lenovo ThinkPad T15 laptops, for a total of fifty-seven (57) Lenovo laptops. In addition to the laptops, docking stations, mice, keyboards, and cable locks will also be purchased. Cable locks were not initially purchased during the first laptop procurement and will be included in this order.

CMAP is shifting to laptops for all staff members to support more flexible work options and address business continuity needs. During the procurement of the first laptop order, COVID 19 and the stay at home order occurred. This is the second phase of the laptop implementation for staff. This crisis caused CMAP to expedite the procurement of the first implementation and further the implementation of CMAP's business continuity plan.

These laptops will be replacing desktops that have reached end-of-life and will be purchased utilizing a State of Illinois Master Contract, which was the result of a competitive procurement process, where cost was deemed fair and reasonable.

It is recommended that the Board approve the purchase of fifty-seven (57) Lenovo ThinkPad laptops with docking stations, mice, wireless keyboards, and cable locks for a not-to-exceed cost of \$82,790.50. Support for this project will be provided by the FY21 Operating grant.

ACTION REQUESTED: Approval

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MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: September 2, 2020

Re: FY2021 Annual Commercial Data Renewal

CMAP maintains large data resources for use in its development, projection and evaluation of land use and transportation in the northeastern Illinois region. The required data is reviewed annually to determine how staff uses, which staff uses, and how frequently the data is used. If the data is not available from a free source, it must be purchased. The following data sets are being requested for purchase for FY2021:

DATA SET	VENDOR	RENEWAL DATE	COST
Online database subscription services to business intelligence data, including: Locations (HQ and franchises), number of employees per location, NAICS/SIC codes, street address, corporate linkage information, bankruptcy indicators, DUNS number, Fortune 1000 rank, small business indicator and other elements	Dun & Bradstreet	09/01/2020	\$120,000
Regional data and analysis tools targeted to regional workforce and economic development professionals	EMSI	09/01/2020	\$25,000
Academic Journal Database for Research and Analysis and Planning activities	EBSCO	9/15/2020	\$21,000
Aerial photography	Nearmap	10/01/2020	\$52,000
New residential subdivision sites	MetroStudy Online	10/01/2020	\$22,000
Annual Tax Bill Information	Will County Assessor's Office	11/29/2020	\$1,000
ES-202 Unemployment Insurance file	IDES	01/01/2021	\$600
Illinois Natural Heritage Database	IDNR	03/01/2021	\$500
Commercial real estate online database used to establish baseline market and economic conditions for municipalities	CoStar Group	04/01/2021	\$41,000

DATA SET	VENDOR	RENEWAL DATE	COST
Vehicles, types and location	Illinois Secretary of State-License Plates	04/01/2021	\$500
Annual Tax Bill Information	Lake County Assessor's Office	06/10/2021	\$500
Intermodal Volume Analyzer	Vendor TBD	TBD	\$900
Truck Classification VID	Vendor TBD	TBD	\$5,000
Public Opinion Poll	Vendor TBD	TBD	\$25,000
TOTAL			\$315,000

It is recommended that the Board approve 1-year renewals of the itemized datasets listed above at cost of \$294,000.00. Support for these commercial data set purchases are included in the FY2021 UWP Operating budget.

ACTION REQUESTED: Approval

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