WHEREAS, The Chicago Transit Authority (“Authority”) requires offsite hosting services for iManage software used by the Law Department as its legal document management system; and

WHEREAS, iManage LLC is the only firm that can make authorized changes and updates to its proprietary underlying code of the iManage document management system, and switching to a new legal document management system or an on-site server would result in significant costs and disruption of workflow; and

WHEREAS, This procurement was reviewed and approved by the Authority’s Sole Source/Disadvantageous Review Committee (SDRC) following no other vendor responses to its advertisement on the Authority’s website for a period of three weeks; and

WHEREAS, iManage has certified that the prices offered to CTA are “equal to” or “not greater” than those offered to its most favored customers; and

WHEREAS, Section 1.4D of the Procurement Policy and Procedures provides for the award of contracts when the Transit Board determines that competitive public bidding would be disadvantageous and federal funds are not utilized; and

WHEREAS, Staff recommends the award of a contract to iManage LLC under Requisition No. B20OP04187 for offsite hosting services for iManage software for up to three years in the not-to-exceed amount of $134,927.10; now, therefore:

BE IT ORDAINED BY THE CHICAGO TRANSIT BOARD
OF THE CHICAGO TRANSIT AUTHORITY:

SECTION 1. Based on the statements set forth in the preamble of this ordinance, the Chicago Transit Board hereby determines that competitive public bidding for this requirement is disadvantageous.

SECTION 2. The Vice Chair of the Board, or her designee, is hereby authorized, pursuant to Section 7 of the Chicago Transit Authority Bylaws, Rules and Regulations and Rules of Order due to the absence of a Board Chair, to execute a contract with iManage LLC for offsite hosting services for iManage software used by the Authority’s Law Department for up to three years in the not-to-exceed amount of One
ORDINANCE NO. 021-32
(Continued) -2

Hundred Thirty-Four Thousand Nine Hundred Twenty-Seven Dollars and Ten Cents ($134,927.10).

SECTION 3. The Vice Chair, or her designee, is further authorized to take such actions and execute such documents as may be necessary to implement the objectives of this ordinance.

SECTION 4. This ordinance shall be in full force and effect from and after its passage.

APPROVED: 

----------

Vice Chair

April 14, 2021

PASSED:

----------

Assistant Secretary

April 14, 2021