



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-1525, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 2, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authority to increase purchase order and exercise option to extend the agreement with Chatter Box Café, Contract 07-RFP-16 to provide Food Services at the Main Office Building and at the Stickney Water Reclamation Plant for an additional Thirty-Six (36) Month Period, in an amount of \$104,400.00, from an amount of \$104,400.00, to an amount not to exceed \$208,800.00, Account 101-15000-612490, Purchase Order 3050564

Dear Sir:

On April 3, 2008, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue purchase order and enter into an agreement for Contract 07-RFP-16 to provide Food Services at the Main Office Building and at the Stickney Water Reclamation Plant for a Thirty-Six (36) Month Period with Chatter Box Café, in an amount not to exceed \$104,400.00. The contract expires on April 30, 2011.

There are no prior changes to this purchase order.

This change order and option to extend are in compliance with the Illinois Criminal Code since they are germane to the contract as signed, and are in the best interest of the District.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to increase the purchase order in an amount of \$104,400.00 (100% of the current contract value), from an amount of \$104,400.00, to an amount not to exceed \$208,800.00 and exercise the option to extend the agreement for Contract 07- RRF-16 for a thirty-six (36) month period from April 30, 2011 to April 30, 2014.

The increase in funding for the 2011 expenditures, in the amount of \$20,404.00, are available in Account 101-15000-612490. The estimated expenditure for 2012 is \$34,800.00, for 2013 is \$34,800.00, and for 2014 is \$14,396.00. Funds for 2012, 2013, and 2014 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Eileen McElligott, Administrative Services Manager, BKS:SL:TN
Recommended, Darlene A. LoCascio, Director of Procurement & 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 December 2, 2010