



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Details (With Text)

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On agenda: 5/1/2014 **Final action:** 5/1/2014
Title: Authority to decrease purchase order for Contract 12-442-11, Furnishing On-Site Maintenance Service for Personal Computers, Laptops, Thin Client Units, LCD Flat Panel Monitors, Printers, Scanners and Peripherals, to Systems Solutions, Inc. (SSI) in an amount of \$2,080.98, from an amount of \$19,332.00, to an amount not to exceed \$17,251.02, Account 101-27000-612810, Purchase Order 3072048

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
5/1/2014	1	Board of Commissioners	Approved	Pass
5/1/2014	1	Committee of the Whole	Recommended	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 1, 2014

COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Authority to decrease purchase order for Contract 12-442-11, Furnishing On-Site Maintenance Service for Personal Computers, Laptops, Thin Client Units, LCD Flat Panel Monitors, Printers, Scanners and Peripherals, to Systems Solutions, Inc. (SSI) in an amount of \$2,080.98, from an amount of \$19,332.00, to an amount not to exceed \$17,251.02, Account 101-27000-612810, Purchase Order 3072048

Dear Sir:

On November 3, 2011, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order for Contract 12-442-11 Furnishing On-Site Maintenance Service for Personal Computers, Laptops, Thin Client Units, LCD Flat Panel Monitors, Printers, Scanners and Peripherals to System Solutions, Inc. (SSI) in an amount not to exceed \$19,332.00. The contract expired on March 31, 2014.

This contract has no prior change orders.

This change order is in compliance with the Illinois Criminal Code since the change is due to the expiration of the existing contract, and is 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 decrease the purchase order for Contract 12-442-11 in an amount of \$2,080.98 (10.8% of the current contract value), from an amount of \$19,332.00, to an amount

not to exceed \$17,251.02.

Funds will be restored to Account 101-27000-612810.

Requested, Ellen Barry, Acting Director of Information Technology EB:AC:CLG
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 1, 2014.