



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 14-1400, Version: 1

TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 4, 2014

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to increase purchase order to CDW Government, LLC to Furnish and Deliver Microsoft Software and Software Maintenance for a three-year period in an amount of \$63,673.18, from an amount of \$1,518,864.13, to an amount not to exceed \$1,582,537.31, Accounts 101-27000-612820, 623800, Purchase Order 3075051

Dear Sir:

On November 1, 2012, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order to CDW Government, LLC, to furnish and deliver Microsoft Software and Software Maintenance for a three-year period, in accordance with the State of Illinois Master Contract for Purchase of Microsoft Products (LAR) [Large Account Reseller] (CMS2595580) in an amount not to exceed \$1,377,758.79. The District has the ability to participate in State of Illinois (State) Contracts #4010653 under the Government Joint Purchasing Act, 30 ILCS 525/0.01 et.seq. The contract expires on November 30, 2015.

As of November 20, 2014, the attached list of change orders has been approved. The effect of these change orders resulted in an increase in an amount of \$141,105.34 from the original amount awarded of \$1,377,758.79. The current contract value is \$1,518,864.13. The prior change orders reflect a 10.24% increase to the original contract value.

This change order is required for the acquisition of new software licenses to support the Performance Dashboard Project and the District's move to the use of the Microsoft Office 365 cloud service. In addition, currently, not all District employees have the ability to use District email. Additional licenses are required to enable them to do so.

This change order is in compliance with the Illinois Criminal Code since the change is due to circumstances not reasonably foreseeable at the time the contract was signed, 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 increase the purchase order in an amount of \$63,673.18 (4.19% of the current contract value), from an amount of \$1,518,864.13, to an amount not to exceed \$1,582,537.31.

Funds are available in Accounts 101-27000-612820, 623800.

Requested, Ellen Barry, Acting Director of Information Technology, EB:BVS:bvs
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 December 4, 2014

Attachment