



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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### TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 3, 2015

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Issue a purchase order to the University of Wisconsin at Madison, pursuant to the Terms of Master Agreement 14-RFP-21R, to conduct Project Management Professional Training for 60 employees, in a total amount not to exceed \$150,000.00, Account 101-25000-601100. Requisition 1403601

Dear Sir:

Authorization is requested to issue a purchase order to the University of Wisconsin at Madison to conduct Project Management Professional Training for 60 employees in various departments. The University of Wisconsin at Madison is a Global Provider for the Project Management Institute (PMI), the world's foremost advocate for the project management profession. The terms of the master agreement with the University of Wisconsin at Madison, approved by the Board of Commissioners on November 20, 2014, provide for a cost not to exceed \$150,000.00.

The training is primarily intended for project team leaders who are responsible for leading, planning and managing projects throughout the District. The program will include an understanding of and ability to use a common language as well as enable participants to capture and communicate project requirements and success criteria, and obtain what constitutes a successful project from the perspective of the stakeholders, project manager and customers. The program will provide an applied overview of project management including concepts and methods to plan, implement, and complete projects of all sizes and complexities. In addition, participants will learn and practice a systems approach and process for identifying, analyzing, planning, and controlling risks. The knowledge gained from this training will provide participants with the competencies required to deliver successful projects. It will also fulfill the 35-hour project management education requirement for the Project Management Professional (PMP) exam.

The training will be completed by December 31, 2015.

In view of the foregoing, it is recommended that the Director of Procurement and Materials Management be authorized to issue a purchase order to the University of Wisconsin at Madison, under the terms and conditions of Master Agreement 14-RFP-21R, in an amount not to exceed \$150,000.00.

Funds are available in Account 101-25000-601100.

Requested, Denice E. Korcal, Director of Human Resources

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 September 3, 2015

