



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 16-0926, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 15, 2016

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 in an amount of \$31,896.50, from an amount of \$1,728,303.12, to an amount not to exceed \$1,760,199.62, Account 101-27000-623800, Purchase Order 3087702

Dear Sir:

On November 19, 2015, 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, in an amount not to exceed \$1,728,303.12. The contract expires on November 30, 2018.

This contract has no prior change orders.

The District's Microsoft Enterprise Agreement gives the District the flexibility to add licenses as needed throughout the year and to pay for those licenses at the end of the current budget year in one payment rather than purchasing the licenses incrementally. This change order is to cover the purchase of additional licenses required to support District databases.

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 \$31,896.50 (1.85% of the current contract value), from an amount of \$1,728,303.12, to an amount not to exceed \$1,760,199.62.

Funds are available in Account 101-27000-623800.

Requested, John H. Sudduth, Director of Information Technology, JHS:SK: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 September 15, 2016