



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 16-1235, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 1, 2016**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to decrease purchase order and amend the agreement with Networkfleet, Inc., for Maintenance of the Vehicle Location System for District Vehicles, in an amount of \$27,500.00, from an amount of \$47,000.00, to an amount not to exceed \$19,500.00, Account 101-15000-612860, Purchase Order 3088368

Dear Sir:

On December 3, 2015, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into an agreement for Maintenance of the Vehicle Location System for District Vehicles with Networkfleet, Inc., in an amount not to exceed \$55,000.00. The purchase order will expire on December 31, 2016.

As of November 16, 2016, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in an amount of \$8,000.00 from the original amount awarded of \$55,000.00. The current purchase order value is \$47,000.00. The prior approved change orders reflect a 14.5% decrease to the original purchase order value.

A decrease in the purchase order value is being requested because of the deferral of new vehicle location system installations in fleet vehicles to 2017.

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 decrease the purchase order and amend the agreement for Maintenance of the Vehicle Location System for District Vehicles in an amount of \$27,500.00 (58.5% of the current contract value), from an amount of \$47,000.00, to an amount not to exceed \$19,500.00.

Funds will be restored in Account 101-15000-612860.

Requested, Eileen M. McElligott, Administrative Services Manager, SAR:SKL:JRM:LSA 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 1, 2016

Attachment