



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 16-1236, **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 increase purchase order and amend the agreement with Leaseplan USA, Inc., for Contract 11-RFP-19 Fleet Vehicle Management Services for a 36-Month Period, in an amount of \$28,800.00, from an amount of \$2,696,542.69, to an amount not to exceed \$2,725,342.69, Account 101-15000-612860, Purchase Order 3070364

Dear Sir:

On October 6, 2011, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into an agreement for Contract 11-RFP-19, Fleet Vehicle Management Services for a 36-Month Period with Leaseplan USA, Inc., in an amount not to exceed \$991,132.00. The contract was extended for an additional 36 months in 2014 and expires on October 31, 2017.

As of November 16, 2016, the attached list of change orders has been approved. The effect of these change orders resulted in an increase in an amount of \$1,705,410.69 from the original amount awarded of \$991,132.00. The current contract value is \$2,696,542.69. The prior approved change orders reflect a 172.1% increase to the original contract value.

An increase in the contract value is being requested because of increasing costs to repair fleet vehicles due to the aging of the fleet.

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 and amend the agreement for Contract 11-RFP-19 in an amount of \$28,800.00 (1.1% of the current contract value), from an amount of \$2,696,542.69, to an amount not to exceed \$2,725,342.69.

Funds will be made available in Account 101-15000-612860, contingent upon approval of a decrease change order request at this same meeting.

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