



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-0097, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF FEBRUARY 2, 2017**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to increase purchase order and exercise the option to extend the agreement with The Chatter Box Café, Contract 14-RFP-01 Provide Food Services at the Main Office Building and at the Stickney Water Reclamation Plant for an additional Thirty-Six (36) Month Period, in an amount of \$126,000.00, from an amount of \$124,249.10 to an amount not to exceed \$250,249.10, Account 101-15000-612490, Purchase order 3081045

Dear Sir:

On April 17, 2014, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into an agreement for Contract 14-RFP-01 Provide Food Services at the Main Office Building and at the Stickney Water Reclamation Plant for a Thirty-Six (36) Month Period with The Chatter Box Café, in an amount not to exceed \$126,000.00. The contract expires on April 30, 2017.

As of January 18, 2017, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease of \$1,750.90 from the original award amount of \$126,000.00. The current contract value is \$124,249.10. The prior approved change orders reflect a 1.39% decrease to the original contract value.

The agreement with the Chatter Box Café' included an option to extend the agreement for an additional thirty-six month period. The District is satisfied with the service and would like to extend the agreement for an additional thirty-six month period. Therefore, the contract would end April 30, 2020.

This change order and the option to extend are in compliance with the Illinois Criminal Code since they are germane to the contract as signed, and are 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 \$126,000.00 (101.41% of the current contract value) from an amount of \$124,249.10 to an amount not to exceed \$250,249.10 and exercise the option to extend the agreement for Contract 14-RFP-01 for an additional Thirty-Six (36) month period from April 30, 2017 to April 30, 2020.

Funds for the 2017 expenditures in the amount of \$28,000.00, are available in Account 101-15000-612490. The estimated expenditure for 2018 is \$42,000.00, for 2019 is \$42,000.00, and for 2020 is \$14,000.00. Funds for 2018, 2019, and 2020 expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Requested, Eileen M. McElligott, Administrative Services Officer, SAR:SKL:JRM:TG

Recommended, Darlene A. LoCascio, Director of Procurement & 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 February 2, 2017

Attachment