



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 17-0330, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF APRIL 6, 2017

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 \$24,985.93, from an amount of \$1,760,199.62, to an amount not to exceed \$1,785,185.55, Accounts 101-27000-612820, 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.

As of March 15, 2017, the attached list of change orders has been approved. The effect of this change order resulted in an increase in an amount of \$31,896.50, from the original amount awarded of \$1,728,303.12. The current contract value is \$1,760,199.62. The prior approved change order reflects a 1.85% increase to the original contract value.

This change order is to cover the purchase of an upgrade of existing Office 365 kiosk licenses to full feature Office 365 licenses required to support increased use of Office 365 by District staff.

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 \$24,985.93 (1.42% of the current contract value), from an amount of \$1,760,199.62, to an amount not to exceed \$1,785,185.55.

Funds are available in Accounts 101-27000-612820, 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 April 6, 2017

Attachment