



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 17-0395, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF APRIL 20, 2017**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authorization to exercise the option to extend the agreement with Aurico Reports, LLC (formerly known as Aurico Reports, Inc.) for Contract 15-RFP-07 to provide pre-employment background checks and related services for an additional two-year period.

Dear Sir:

On May 7, 2015, the Board of Commissioners authorized the Director of Procurement and Materials Management to enter into an agreement with Aurico Reports, LLC (formerly known as Aurico Reports, Inc.) for Contract 15-RFP-07 to provide pre-employment background checks and other related services for the period June 1, 2015 through June 30, 2017.

The agreement with Aurico Reports, LLC included an option to extend the agreement for an additional two-year period with the mutual consent of the two parties and the approval of the Board of Commissioners. The District has been satisfied with the efficiency, quality and cost of the services provided by Aurico Reports, LLC for this component of the District's pre-employment process. The original, signed Best and Final Offer document submitted by Aurico Reports, LLC maintains the current pricing through the two additional years. For these reasons, the District would like to extend the contract for two additional years. The contract would end June 30, 2019.

This option to extend is in compliance with the Illinois Criminal Code since it is germane to the contract as signed, and is in the best interest of the District.

In view of the foregoing, it is requested that the Director of Procurement and Materials Management be authorized to exercise the option to extend the agreement with Aurico Reports, LLC for Contract 15-RFP-07 for an additional two-year period from July 1, 2017 through June 30, 2019.

The estimated expenditure for these services for the additional six months in 2017 is \$4,000.00. Funds for the 2017 expenditure are available in Account 101-25000-612430. The estimated expenditures for 2018 and 2019 are \$15,000.00 and \$8,000.00 respectively. Funds for these expenditures are contingent on the Board of Commissioners' approval of the District's budget for those years.

Recommended, Beverly K. Sanders, Director of Human Resources  
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 20, 2017