



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF JUNE 1, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to decrease purchase order to HP Inc. formally known as Hewlett-Packard Company for purchase of new and replacement computer hardware in an amount of \$80,291.84, from an amount of \$585,945.19, to an amount not to exceed \$505,653.35, Account 101-27000-623810, Purchase Order 3089635

Dear Sir:

On October 1, 2015, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order to Hewlett-Packard Company for purchase of new and replacement computer hardware, in an amount not to exceed \$783,800.00. Due to delays in finalizing the vendor agreement, the 2015 funds in the amount of \$175,000.00 were not available, making the final contract value \$608,800.00. The contract expired on March 31, 2017.

As of February 2, 2017, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in an amount of \$22,854.81 from the purchase order value of \$608,800.00. The current contract value is \$585,945.19. The prior approved change orders reflect a 3.75 percent decrease to the purchase order value.

As of March 31, 2017, the current Board authority with NASPO expired; therefore, the purchase order is being decreased and closed.

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 and close the purchase order in an amount of \$80,291.84 (13.7% of the current purchase order value), from an amount of \$585,945.19, to an amount not to exceed \$505,653.35.

Funds will be restored to Account 101-27000-623810.

Requested, John Sudduth, Director of Information Technology, JS:SK:JLR:MHL:ml

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 June 1, 2017

Attachment