



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 19-0162, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF FEBRUARY 21, 2019**

#### COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to increase and extend Contract 16-405-12 (Re-Bid), Provide Maintenance and Printing Supplies for Xerox Nuvera 288 and DocuColor 7002 at the MWRDGC Print Shop for a Thirty-Six (36) Month Period, to Xerox Corporation, in an amount of \$14,002.69, from an amount of \$210,178.32 to an amount not to exceed \$224,181.01, Account 101-15000-612800, Purchase Order 3088797

Dear Sir:

On February 18, 2016, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 16-405-12 (Re-Bid), Provide Maintenance and Printing Supplies for Xerox Nuvera 288 and DocuColor 7002 at the MWRDGC Print Shop for a Thirty-Six (36) Month Period, to Xerox Corporation, in an amount not to exceed \$251,900.00. The contract expires on March 8, 2019.

As of February 7, 2019, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in an amount of \$41,721.68 from the original amount awarded of \$251,900.00. The current contract value is \$210,178.32. The prior approved change orders reflect a 16.6% decrease to the original contract value.

An increase in the contract value and execution of the 90 day extension is being requested at this time in order to allow for greater due diligence in evaluating proposals to replace these two print shop machines. The requested increase will fund the additional 90 days of service charges on the old machines. The contract expiration date will be June 8, 2019.

This change order is in compliance with the Illinois Criminal Code since the change is germane to the contract, 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 for Contract 16-405-12 (Re-Bid) in an amount of \$14,002.69 (6.7% of the current contract value) from an amount of \$210,178.32 to an amount not to exceed \$224,181.01.

Funds are available in Account 101-15000-612800.

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

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 February 21, 2019

Attachment

