



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 SEPTEMBER 5, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to increase purchase order to HP Inc. for the purchase of new and replacement computer hardware and replacement toner, in an amount of \$63,000.00 from an amount of \$419,000.00, to an amount not to exceed \$482,000.00, Accounts 101-27000-623810 and 623520, Purchase Order 3102555

Dear Sir:

On December 6, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order to HP Inc. for the purchase of new and replacement computer hardware and replacement toner, in an amount not to exceed \$419,000.00. The contract expires on December 31, 2019.

The purchase order to HP Inc. was issued under the Western States Contracting Alliance (WSCA) agreement Contract MNNVP-133, which expires on March 31, 2020.

This purchase order has no prior change orders.

The change order is necessary due to the Maintenance and Operations Department having requested ninety five (95) replacement computers. The ninety five (95) computers will be utilized for the DCS system at Stickney Water Reclamation Plant.

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 \$63,000.00 (15% of the current contract value), from an amount of \$419,000.00, to an amount not to exceed \$482,000.00.

Funds will become available in Account 101-27000-623810 contingent on approval of a funds transfer also submitted for this September 5, 2019 Board meeting.

Requested, John H. Sudduth, Director of Information Technology, JS:JR:ML:BTS

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 September 5, 2019