



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 19-0866, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 19, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to increase purchase order and amend the agreement with Skillsoft Corporation, for Contract 14-RFP-24 E-Learning Courseware/Learning Management System, in an amount of \$15,066.61, from an amount of \$284,106.00, to an amount not to exceed \$299,172.61, Accounts 101-25000-612820 and 101-27000-612820, Purchase Order 3083425

Dear Sir:

On September 4, 2014, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue purchase order and enter into an agreement for Contract 14-RFP-24 E-Learning Courseware/Learning Management with Skillsoft, in an amount not to exceed \$282,000.00. The contract expires on September 30, 2019.

As of February 7, 2019, the attached list of change orders has been approved. The effect of these change orders resulted in an increase in an amount of \$2,106.00, from the original amount awarded of \$282,000.00. The current contract value is \$284,106.00. The prior approved change orders reflect a 0.75 percent increase to the original contract value.

This change order is requested to maintain employee access to the current Learning Management System and courseware through December 31, 2019 until a contract can be awarded and implemented for a new Learning Management System and courseware.

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 and amend the agreement for Contract 14-RFP-24 in an amount of \$15,066.61 (5.3% of the current contract value), from an amount of \$284,106.00, to an amount not to exceed \$299,172.61.

Funds are available in Account 101-27000-612820.

Requested, John H. Sudduth, Director of Information Technology, JHS:SW: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 19, 2019

Attachment