



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 19-1025, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF OCTOBER 17, 2019**

#### COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to increase purchase order and amend the agreement with HBK Engineering, LLC for professional engineering services for Contract 14-820-3S, Civil Consulting Support Services, in an amount of \$250,000.00, from an amount not to exceed \$1,500,000.00, to an amount not to exceed \$1,750,000.00, Accounts 501-50000-612450, 612470, Purchase Order 3088246

Dear Sir:

On December 17, 2015, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into an agreement with HBK Engineering, LLC for Contract 14-820-3S, Civil Consulting Support Services, in an amount not to exceed \$1,500,000.00. The contract expires June 30, 2020.

This contract has no prior change orders.

This change order is requested to continue to provide professional services that may be required on an as-needed task order basis through June 30, 2020, until a new contract can be awarded and implemented. The current level of funding is anticipated to be depleted earlier than expected due to additional task orders related to stormwater management, such as real estate appraisals for a number of projects, borings and environmental analysis for Addison Creek, and final design assistance for an upcoming project.

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 14-820-3S in amount of \$250,000.00 (16.7% of the current contract value), from an amount of \$1,500,000.00, to an amount not to exceed \$1,750,000.00

Funds are available in Account 501-50000-612450 and 501-50000-612470. The estimated expenditure for 2019 is \$150,000.00. Funds in the amount of \$100,000.00 are contingent on the Board of Commissioners' approval for the District's budget for 2020.

Requested, Catherine A. O'Connor, Director of Engineering, WSS:KMF

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 October 17, 2019