



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 19-1141, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF NOVEMBER 21, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to increase and extend purchase order to Canon Solutions America, Inc. for the leasing of multi-functional photocopier devices in an amount of \$33,266.52 from an amount of \$1,621,596.39 to an amount not to exceed \$1,654,862.91, Account 101-27000-612810, Purchase Order 3079801

Dear Sir:

On November 7, 2013, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order to Canon Solutions America, Inc. for the related services under the City of Chicago contract 28364, in an amount not to exceed \$157,182.00. This purchase order expires in November, 2019.

As of July 16, 2019, the attached list of change orders has been approved. The effect of these change orders resulted in an increase in an amount of \$1,464,414.39, from the original amount awarded of \$157,182.00. The current contract value is \$1,621,596.39. The prior approved change orders reflect a 931.7% increase to the original contract value.

The City of Chicago has extended this contract to July 17, 2020. The extension will allow the District to continue to receive maintenance and support for its fleet of existing Canon multi-functional photocopiers through July 17, 2020.

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 and extend the agreement in an amount of \$33,266.52 (2.1% of the current contract value), from an amount of \$1,621,596.39, to an amount not to exceed \$1,654,862.91 and extend the contract to July 17, 2020.

Funds for the 2020 expenditure, in the amount of \$33,266.52, will be available in Account 101-27000-612810 pending on the Board of Commissioners' approval of the District's budget for that year.

Requested, John H. Sudduth, Director of Information Technology, JS:BTS:JR:ML: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 November 21, 2019

Attachment