



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 FEBRUARY 4, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authority to decrease purchase order to Hewlett-Packard, Inc., to furnish and deliver new and replacement computer hardware and software in an amount of \$4,708.75, from an amount of \$3,080,000.00 to an amount not to exceed \$3,075,291.25 Accounts 101-27000-612820,623810, 634810,634820,623800, Purchase Order 3051923.

Dear Sir:

On June 19, 2008, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order to Hewlett-Packard, Inc., to furnish and deliver new and replacement computer hardware and software, in an amount not to exceed \$3,530,000.00. The contract expired on December 31, 2009.

As of January 4, 2010, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in an amount of \$450,000.00 from the original amount awarded of \$3,530,000.00. The current contract value is \$3,080,000.00. The prior approved change orders in the amount of \$450,000.00 reflect a 12.7% decrease to the original contract value.

The remaining funds were not utilized. Therefore, we request approval of a change order to decrease the purchase order in an amount of \$4,708.75.

This change order is in compliance with the Illinois Criminal Code since the change is germane to the contract.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to decrease the purchase order in an amount of \$4,708.75 (0.15% of the current contract value) from an amount of \$3,080,000.00 to an amount not to exceed \$3,075,291.25.

Funds will be restored in Accounts 101-27000-612820,623810,634810,634820,623800.

Requested, Keith Smith, Director, Information Technology, KDS:EJ:JC:ML:PK
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 4, 2010

Attachment