



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 10-0923, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 12, 2010**

#### COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authorization to exercise an option to extend the agreement for one year for Contract 07-RFP-33 (Rebid), Duplication of Legal Materials, Trial Records and Other Reprographic Services for the District's Law Department for a Two-Year Period, with Advanced Discovery, LLC, f/k/a Loop Legal Copy & Imaging, Account 101-30000-612090, Purchase Order 3054426

Dear Sir:

On August 14, 2008, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into an agreement with Loop Legal Copy & Imaging for reprographic and duplication service for the District's Law Department for a two year period in an amount not to exceed \$112,475.00.

Under the terms of the agreement, the District has an option to extend the agreement for one additional year "at the same prices." Advanced Discovery LLC (f/k/a Loop Legal Copy & Imaging) has submitted written confirmation of its intent to honor the prices listed in the Best and Final Offer for Request for Proposal 07-RFP-33(Rebid).

In view of the foregoing, it is requested that the Board of Commissioners authorize the Chairman of the Committee on Finance, Executive Director, Clerk and Director of Procurement and Materials Management to extend the agreement with Advanced Discovery, LLC for one year. No additional funds are required at this time.

Requested, Frederick M. Feldman, General Counsel FMF:LJH:crb

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 August 12, 2010