



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Details (With Text)

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On agenda: 8/11/2022 **Final action:** 8/11/2022

Title: Authority to increase purchase order and amend the agreement with Accurate Employment Screening, LLC formally known as CareerBuilder Employment Screening, LLC for Contract 19-RFP-02 Pre-employment Background Checks and Related Services, in an amount of \$6,000.00, from an amount of \$20,789.95, to an amount not to exceed \$26,789.95, 101-25000-612430, Purchase Order 3107192

Sponsors:

Indexes:

Code sections:

Attachments: 1. Change Order Log - Purchase Order 3107192

Date	Ver.	Action By	Action	Result
8/11/2022	1	Board of Commissioners	Approved	Pass

TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 11, 2022

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to increase purchase order and amend the agreement with Accurate Employment Screening, LLC formally known as CareerBuilder Employment Screening, LLC for Contract 19-RFP-02 Pre-employment Background Checks and Related Services, in an amount of \$6,000.00, from an amount of \$20,789.95, to an amount not to exceed \$26,789.95, 101-25000-612430, Purchase Order 3107192

Dear Sir:

On May 2, 2019, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into an agreement for Contract 19-RFP-02 Pre-employment Background Checks and Related Services with CareerBuilder Employment Screening, LLC, in an amount not to exceed \$40,000.00. CareerBuilder Employment Screening, LLC has since changed their legal name to Accurate Employment Screening, LLC. The contract expires on June 30, 2023.

As of July 20, 2022, the attached list of change orders have been approved.

Original Contract Amount	\$40,000.00
Date of Board Approval	05/02/2019
Cumulative Change Order (7/20/2022)	\$19,210.05
% Change of Original Contract Value	(48.03%)
Current Contract Value	\$20,789.95
Requested Increase or Decrease	\$6,000.00
New Contract Value	\$26,789.95
% Change of Current Contract Value	28.86%

Total % Change of Original Contract Value (33.03%)

This change is required due to a rescheduling of the Police Officer examination from late 2021 to early 2022. Pre-employment background screening services are necessary to continue the selection process for the Police Officer candidates placed on the eligible list.

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 increase the purchase order and amend the agreement for Contract 19-RFP-02 in an amount of \$6,000.00 (28.86% of the current contract value), from an amount of \$20,789.95, to an amount not to exceed \$26,789.95.

Funds are available in Account 101-25000-612430.

Requested, Beverly K. Sanders, Director of Human Resources
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 11, 2022

Attachment