



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 NOVEMBER 5, 2020

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to decrease purchase order and amend the agreement with Deloitte Consulting, LLP for Contract 19-RFP-03 Benefits Consulting Services in an amount of \$15,000.00, from an amount of \$180,310.00, to an amount not to exceed \$165,310.00, Account 101-25000-612430, Purchase Order 3105822

Dear Sir:

On May 16, 2019, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue purchase order and enter into an agreement for Contract 19-RFP-03 Benefits Consulting Services with Deloitte Consulting, LLP in an amount not to exceed \$185,000.00.

As of October 31, 2020, one change order has been approved (see attached). The change order resulted in a decrease to close the 2019 line of the purchase order in an amount of \$4,690.00 (a 2.54% decrease) from the original amount awarded of \$185,000.00, to the current value of \$180,310.00.

This change order is to decrease the purchase order for benefits consulting services in the amount of \$15,000.00, from an amount of \$180,310.00, to an amount not to exceed \$165,310.00. These funds were allocated for the development and analysis of requests for proposals related to health care contracts. The District was able to perform a portion of this analysis in-house reducing the consulting expenses needed for these activities.

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 decrease the purchase order and amend the agreement for Contract 19-RFP-03 in an amount of \$15,000.00 (8.32% of the current contract value), from an amount of \$180,310.00, to an amount not to exceed \$165,310.00.

Funds will be restored 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 November 5, 2020

Attachment