



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 20-1089, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF DECEMBER 3, 2020

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to increase Contract 18-408-11, Janitorial Services for the Main Office Building Complex for a Thirty-Six (36) Month Period, to Eco-Clean Maintenance, Inc., in an amount of \$4,900.00, from an amount of \$1,839,075.82, to an amount not to exceed \$1,843,975.82, Accounts 101-15000-612370/612390, Purchase Order 5001696

Dear Sir:

On November 15, 2018, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 18-408-11, Janitorial Services for the Main Office Building Complex for a Thirty-Six (36) Month Period, to Eco-Clean Maintenance, Inc., in an amount not to exceed \$1,963,700.00. The contract expires on February 28, 2022.

As of November 5, 2020, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in an amount of \$124,624.18, from the original amount awarded of \$1,963,700.00. The current contract value is \$1,839,075.82. The prior approved change orders reflect a 6.3% decrease to the original contract value.

An increase of \$4,900.00 to the 2020 purchase order value is requested due to greater than expected overtime as part of the paint and carpet replacement project at the Main Office Building during the first quarter of 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 Contract 18-408-11 in an amount of \$4,900.00 (0.3% of the current contract value), from an amount of \$1,839,075.82, to an amount not to exceed \$1,843,975.82.

Funds for the 2020 expenditures are available in Accounts 101-15000-612370/612390.

Requested, William S. Sheriff, Acting Administrative Services Officer, SAR:JRM:CO
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 December 3, 2020

Attachment