



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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File #: 21-0676, Version: 1

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### TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 5, 2021

#### COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to increase purchase order, with Konica Minolta Business Solutions U.S.A. Inc., for Contract 19-RFP-08, Lease One Digital, High-Speed Color Production Printing System and One Digital, High-Speed Monochrome Production Printing System with a Five Year Repair, Supply and Maintenance Agreement, in an amount of \$34,000.00, from an amount of \$392,275.34, to an amount not to exceed \$426,275.34, Accounts 101-15000-612330 and 612800, Purchase Order 3105342

Dear Sir:

On May 16, 2019, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 19-RFP-08 Lease One Digital, High-Speed Color Production Printing System and One Digital, High-Speed Monochrome Production Printing System with a Five Year Repair, Supply and Maintenance Agreement to Konica Minolta Business Solutions U.S.A. Inc., in an amount not to exceed \$412,722.80. The contract expires on June 8, 2024.

As of July 16, 2021, the attached list of change orders has been approved.

Original contract Amount	\$412,722.80
Date of Board Approval	05/16/2019
Cumulative Change Order (07/16/2021)	(\$20,447.46)
% Change of Original Contract Value	(4.95%)
Current Contract Value	392,275.34
Requested Increase	\$34,000.00
New Contract Value	\$426,275.34
% Change of Current Contract Value	8.67%
% Change of Original Contract Value	8.24%

Production of specialty four-color external communication books and pamphlets has been higher than estimated in 2021. The original contract estimate assumes 49,000 color pages will be printed per month. The average number of color pages printed per month in 2021 has been 139,000 as of June 30, 2021. The requested increase is necessary to provide funding for normal print shop production at approximately 130,000 color pages per month during the remainder of 2021.

This change order is in compliance with the Illinois Criminal Code since the change was not foreseeable at the time of the signing of the original contract, 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 increase purchase order for Contract 19-RFP-08 in an amount of \$34,000.00 (8.67% of the current contract value), from an amount of \$392,275.34, to an amount not to exceed \$426,275.34.

Funds are available in Account 101-15000-612800.

Requested, Shellie A. Riedle, Acting Administrative Services Officer, IG: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 August 5, 2021

Attachment