



Chicago Metropolitan Agency for Planning

Agenda Item 5.1

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: November 1, 2017

Re: Authority to Execute No Cost Contract Extensions

CMAP is seeking authority for its Executive Director to execute no-cost contract extensions for Board-approved contracts or agreements when projects become delayed due to unforeseen circumstances. The extensions would be limited to a maximum of 12-months in length and would not increase the total dollar amount of the contract. Contracts with cost increases associated with extensions or with other material term changes will continue to be presented to the Board for approval. Permitting the Executive Director to approve no-cost extensions would allow the projects to continue without further delay.

CMAP is requesting the Board's approval to allow its Executive Director the authority to execute no-cost contract extensions for projects that become delayed due to unforeseen reasons.

ACTION REQUESTED: Approval



Chicago Metropolitan Agency for Planning

Agenda Item No. 5.2

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MEMORANDUM

To: CMAP Board

From: Angela Manning-Hardimon
Deputy Executive Director, Finance and Administration

Date: November 1, 2017

Re: Contract Approval for LaSalle Network Temporary Employment
Services

CMAP is seeking approval to continue a contract with LaSalle Network for temporary employment services to support our procurement activities. CMAP's responsibilities include reviewing and approving procurement methodology, vendor selection, compliance with Federal and State regulations, the drafting and negotiation of all contracts and Intergovernmental Agreements, conducting closed contract invoice audits, reviewing contractor performance evaluations and compiling final deliverables to IDOT as required by the Government Accountability and Transparency Act (GATA).

With GATA, CMAP has increased reporting requirements, which has added to our work load. CMAP contracted with LaSalle Network Temporary Employment Services in June 2017, for an assistant to provide clerical and special project support for this increased burden. This initial agreement will expire in December 2017.

CMAP is seeking Board approval to continue this temporary employment agreement through June 2018, for a 12-month agreement for a total cost that will not exceed \$75,000.00.

ACTION REQUESTED: Approval

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