



MEMORANDUM

To: CMAP Board/
From: Alicia Gage
Manager, Finance and Administration
Date: October 11, 2023
Re: Authorization to enter into an agreement and contract amendment with Arctic Information Technology, Inc. for a total not-to-exceed amount of \$2,633,642 for an Enterprise Resource Planning (ERP) System

On June 8, 2022, the CMAP Board approved an agreement between CMAP and Arctic Information Technology, Inc. for a Microsoft Dynamics 365 ERP system and project management and implementation services related to the ERP in the not-to-exceed amount of \$2,394,220.

Authorization is requested for an additional 10% increase for out-of-scope items to be added to the contract which resulted from Request for Proposals (RFP) 263. The consultant is currently developing an enterprise resource planning (ERP) system for internal use within the Chicago Metropolitan Agency for Planning. These items are needed to ensure an efficient means of timecard management and connecting it to the agency's payroll and human resource system. The current, anticipated cost for these out-of-scope items is \$113,850. IDOT allows for an expense increase of 10% of the originally authorized fiscal year utilization, or an amount not-to-exceed \$239,422. The new contract total shall not exceed \$2,633,642. Support for this amendment will be provided from the FY 2023 Operating Grants.

ACTION REQUESTED: CMAP Board Approval