

ORDINANCE NO. 026-70

AN ORDINANCE AUTHORIZING  
CHANGE ORDERS TO  
CONTRACTS APPROVED BY  
THE TRANSIT BOARD

WHEREAS, Change orders for contracts originally valued at \$1,000,000.00 or less that individually or cumulatively increase the original contract value by more than 10% require approval by the Chicago Transit Board; and

WHEREAS, Change orders for contracts originally valued at more than \$1,000,000.00 that individually or cumulatively increase the original contract value by more than 10% or by more than \$500,000.00 require approval by the Board; and

WHEREAS, Change orders that extend the original contract completion or termination date by more than twelve months require approval by the Board; and

WHEREAS, Change orders for contracts that are not contracts for Public Works Projects that individually or cumulatively increase the original contract value by more than 50% are permitted only when the Board determines that such increases are in the best interest of the Authority; and

WHEREAS, The following change orders, either individually or cumulatively with previous change orders, increase the original value of the respective contract by more than 10% or \$500,000.00, extend the original contract completion or termination date by more than twelve months, and/or increase the original contract value for contracts that are not Public Works Projects by more than 50% and the Board has determined that such increases and extensions are in the best interest of the Chicago Transit Authority; now, therefore:

BE IT ORDAINED BY THE CHICAGO TRANSIT BOARD  
OF THE CHICAGO TRANSIT AUTHORITY:

SECTION 1. The Chairman of the Chicago Transit Board, the President or Acting President of the Chicago Transit Authority, and the Vice President of Purchasing and Supply Chain, or their designees, are hereby authorized to execute the following contract change orders:

- 1.1 Contract No. B22OP80127 – Lewis Bolt and Nut Company  
Original Ordinance No. 022-99  
Description: *Provide track hardware as required for a period of up to 36 months.*

The contract requires the awarded contractor to provide CTA with track material that holds crucial components of the track structure together for safe passage of trains. The material is utilized in general daily

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maintenance, and also on a larger scale with our construction crews. The contract provides bolts of different lengths, spikes, and track anchors which restrict the rail from movement. The contract also includes high strength structural steel bolts, nuts and washers which are used by the Structural Department to maintain infrastructure. The contract was previously extended 12 months via letter. This Change Order No. 2 requires the approval of additional funding for the purchase of track components through the end of the contract, which will prevent service interruptions and allow adequate time to complete the procurement process for a new contract.

Change Order No. 2: \$300,000.00

Revised Contract Amount: \$1,950,000.00

1.2 Contract No. B19OP03283 – Carahsoft Technology Corporation.

Original Ordinance No. 020-91

Description: *RFP for Digital Communication Management Service and Direct Short Message Service (SMS) for a period of up to three years with three funded one-year options.*

This contract is to provide subscription, maintenance, and support for GovDelivery® Communications Cloud with direct text messaging, which is an electronic communication notification system that notifies subscribing CTA customers about planned or emergency delays, reroutes or other pertinent CTA information. This contract is a stand-alone contract that was competitively procured by RFP in 2020. In February 2026, the Board approved another Carahsoft contract that was a piggyback on the State of Illinois contract. The GovDelivery Communications system is included in that piggyback contract, however the pricing is higher. Therefore, it was determined to be in the best interest of the CTA to add additional funds to this contract. This contract was previously extended by 12 months via letter to allow time to complete the procurement process and award a new contract. This Change Order No. 2 requests approval to add additional funding to cover the extension period. The Communications department has submitted a requisition to initiate the procurement process for these services.

Change Order No. 2: \$245,278.36

Revised Contract Amount: \$1,477,017.96

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- 1.3 Contract No. B23OP03246 – Anchor Staffing, Inc. (DBE)  
Original Ordinance No.  
Description: *Temporary Staffing for the Law Department for a period of up to 36 months with one funded option year.*

This contract provides temporary legal staffing services for the Law Department at the Chicago Transit Authority (CTA). Legal staffing includes, but is not limited to, Paralegals, Legal Assistants, and Project Specialists. This Change Order No. 1 requests approval to add additional funding to cover these services for the remainder of the contract term. Due to staffing shortages in 2025, the contract was expended earlier than anticipated. The added funds are needed to mitigate ongoing staffing shortages and current employee leaves. Law is working on filling the vacant positions however, this process can take three to six months to complete. In addition, Law submitted a requisition to initiate the procurement process for a new contract for these services as they do not plan on exercising the one-year option.

Change Order No. 1: \$ \$202,500.00  
Revised Contract Amount: \$652,500.00

SECTION 2. The Chairman, President or Acting President, and Vice President of Purchasing and Supply Chain, or their designees, are further authorized to take such actions and execute such documents as may be necessary to implement the objectives of this ordinance.

SECTION 3. This ordinance shall be in full force and effect from and after its passage.

APPROVED:

PASSED:

\_\_\_\_\_  
Chairman

June 10, 2026

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Secretary

June 10, 2026