

ORDINANCE NO. 022-89

AN ORDINANCE AUTHORIZING A  
CHANGE ORDER TO A CONTRACT  
WITH IMANAGE, LLC FOR OFFSITE  
HOSTING SERVICES FOR IMANAGE  
SOFTWARE

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WHEREAS, The Chicago Transit Authority (“Authority”) requires offsite hosting services for iManage software for the Law Department’s legal document management system; and

WHEREAS, On April 25, 2021, the Authority entered into a contract with iManage, LLC (“iManage”) under Requisition No. B20OP04187 for the required services for three years in the amount of \$134,927.10; and

WHEREAS, iManage recently announced that version 9.3 of its software will no longer be supported after June 20, 2023, and the Authority’s Law and Technology departments are working to upgrade to the latest iManage version 10 to ensure continued business functionality as well as continued vendor support; and

WHEREAS, The Law and Technology Departments wish to add to the contract the e-Learning package to assist Authority employees in adapting to the new version of iManage and are requesting additional funds in the amount of \$28,900.00 to cover the additional services and incorporate the new scope of work into the contract; and

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% or extend the original termination date by more than twelve months require approval by the Transit Board; and

WHEREAS, Staff recommends approval of Change Order No. 1 to the contract with iManage for offsite hosting services for iManage software to add \$28,900.00 in additional funding; 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 of the Authority, and the Vice President of Purchasing and Supply Chain, or their designees, are hereby authorized to execute Change Order No. 1 to the Authority’s contract with iManage, LLC for offsite hosting services for iManage software for the Law Department’s legal document management system to add Twenty-Eight Thousand Nine Hundred Dollars (\$28,900.00) in additional funding, for a revised contract amount of One Hundred

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Sixty-Three Thousand Eight Hundred Twenty-Seven Dollars and Ten Cents (\$163,827.10).

SECTION 2. The Chairman, 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:

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Chairman

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Assistant Secretary

July 13, 2022

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