

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**  
**2015 Request for Line Item Transfer**

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Dept: Procurement and Materials Mgmt.

Board Meeting Date: Oct 1, 2015

BTB Date: Aug 31, 2015

**TRANSFER 2015 FUNDS FROM:**

CODE			BUDGETARY		APPROPRIATION		FUNDS	OUT	EXPLANATION
Fund	Fund Ctr	Cmt Item	ACCOUNT NAME		ORIGINAL	ADJUSTED	AVAILABLE	AMOUNT	
101	20000	623820	Fuel		\$369,200	\$369,200	\$207,379	\$30,000	Funds are available due to savings from lower than anticipated fuel prices in 2015.
TOTAL:								\$30,000	

**TRANSFER 2015 FUNDS INTO:**

CODE			BUDGETARY	APPROPRIATION		FUNDS	IN	EXPLANATION
Fund	Fund Ctr	Cmt Item	ACCOUNT NAME	ORIGINAL	ADJUSTED	AVAILABLE	AMOUNT	
101	20000	612360	Advertising	\$110,000	\$105,500	\$2,516	\$29,000	Funds are required due to additional advertisements and legal notices needed by the Human Resources Department for statutory requirements in the following areas: Contract 15-045-11 for December 2015 invitations to bid for contracts (Purchase Requisition 1403267), Contract 14-045-11 for Sun-Times Media Productions (PO 3083707), PO 8007995 for the Chicago Defender, and specialty ads in various trade magazines.
101	20000	612800	Repairs to Office Furniture & Equipment	\$2,200	\$2,900	\$300	\$1,000	Funds are required for additional repairs to the time & date stamp machines.
TOTAL:							\$30,000	

REQUESTED: \_\_\_\_\_

Department Head

REVIEWED: \_\_\_\_\_

Budget Officer

APPROVED: \_\_\_\_\_

Executive Director