



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Details (With Text)

**File #:** 17-0059 **Version:** 1  
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**File created:** 1/9/2017 **In control:** Procurement Committee  
**On agenda:** 2/2/2017 **Final action:** 2/2/2017  
**Title:** Authorization to execute change orders to decrease purchase orders or carryforward FY2016 encumbrances to FY2017

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**Attachments:** 1. Board of Commissioners - FY2016 Purchase Orders, 2. Engineering Department FY2016 Purchase Orders, 3. Finance Department FY2016 Purchase Orders, 4. General Administration FY2016 Purchase Orders, 5. Human Resources FY2016 Purchase Orders, 6. Information Technology FY2016 Purchase Orders, 7. Law Department FY2016 Purchase Orders, 8. Maintenance and Operations - CWRP FY2016 Purchase Orders, 9. Maintenance and Operations - Gen Div FY2016 Purchase Orders, 10. Maintenance and Operations - NSWRP FY2016 Purchase Orders, 11. Maintenance and Operations - SWRP FY2016 Purchase Orders, 12. Monitoring and Research FY2016 Purchase Orders, 13. Procurement and Materials Management FY2016 Purchase Orders

Date	Ver.	Action By	Action	Result
2/2/2017	1	Board of Commissioners	Approved	Pass
2/2/2017	1	Committee of the Whole	Recommended	Pass

### TRANSMITTAL LETTER FOR BOARD MEETING OF FEBRUARY 2, 2017

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authorization to execute change orders to decrease purchase orders or carryforward FY2016 encumbrances to FY2017

Dear Sir:

The attached list of purchase orders have encumbered funds designated for FY2016. The District is requesting authorization to execute change orders required to decrease the encumbered funds for FY 2016 for these purchase orders. Some of the change orders will result in the respective purchase order being closed.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute said change orders.

Monies will be restored to Funds 101, 201, 401, 501, and 901, where appropriate.

If the FY2016 encumbrance is required for FY2017, the District is requesting authorization to carryforward the encumbrance to FY2017.

It is hereby recommended that the Board of Commissioners authorize the Administrative Services Officer to

execute said carryforward process.

Funds will be encumbered in Funds 101, 201, 401, 501 and 901, where appropriate.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:jn  
Respectfully Submitted, Barbara J. McGowan, Chairman Committee on Procurement  
Disposition of this agenda item will be documented in the official Regular Board Meeting Minutes of the Board of Commissioners for February 2, 2017

Attachments