



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 15-0982, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 3, 2015

COMMITTEE ON Procurement

Mr. David St. Pierre, Executive Director

Authority to increase purchase order with GIC 101 Erie LLC, for maintenance and operation of the common areas of the 101/111 East Erie Street Buildings for the year 2015, in an amount of \$165,000.00, from an amount of \$100,000.00 to an amount not to exceed \$265,000.00, Accounts 101-15000-612390 and 201-50000-645680, Purchase Order 3084856

Dear Sir:

On March 5, 2015, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order to GIC 101 Erie LLC, for maintenance and operation of the common areas of the 101/111 East Erie Street Buildings for the year 2015, in an amount not to exceed \$100,000.00. The purchase order expires on December 31, 2015.

This purchase order has no prior change orders.

This change order is required to cover the cost of the McMillan Pavilion common area maintenance and the total building exterior walls sealant project.

This change order is in compliance with the Illinois Criminal Code since the change is due to circumstances not reasonably foreseeable at the time the contract was signed, and is in the best interest of the District.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to increase the purchase order in an amount of \$165,000.00 (165% of the current purchase order value), from an amount of \$100,000.00, to an amount not to exceed \$265,000.00.

Funds are available in Account 101-15000-612390, and will be available in Account 201-50000-645680, contingent upon approval of a funds transfer at this September 3, Board Meeting.

Requested, Eileen M. McElligott, Administrative Services Manager, SKL:WG:MW
Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management
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 September 3, 2015