



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 15-1013, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 3, 2015

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to increase Contract 14-036-11, Furnish and Deliver Salt and Calcium Chloride, to Russo Hardware, Inc., in an amount of \$2,700.00, from an amount of \$24,925.00, to an amount not to exceed \$27,625.00, Account 101-20000-623130

Dear Sir:

On October 8, 2014, the Director of Procurement and Materials Management awarded Contract 14-036-11, furnish and deliver salt and calcium chloride to various locations for a one (1) year period, to Russo Hardware, Inc., in an amount not to exceed \$24,925.00.

This contract has no prior change orders.

This change order is required because the current contract value has been exhausted. Since the contract term does not end until October 31, 2015, the Procurement and Materials Management Department requested the change order to ensure sufficient supply of salt products are available prior to the new contract award that is scheduled to start November 1, 2015.

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 Contract 14-036-11 in an amount of \$2,700.00 (approximately 10.8 percent of the current contract value), from an amount of \$24,925.00, to an amount not to exceed \$27,625.00.

Funds are available in Account 101-20000-623130.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:JN:tc
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