



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 16-0539, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF MAY 19, 2016

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to decrease purchase orders to Graybar Electric Company, Inc., to Furnish and Deliver Electrical Catalog Products, under the U.S. Communities Cooperative Purchasing Contract #MA-IS-1340234, in an amount of \$6,155.70, from an amount of \$101,500.00, to an amount not to exceed \$95,344.30, Accounts 101-15000, 27000, 66000, 67000, 68000, 69000-623070, 623850, Purchase Orders 3084127, 3084128, 3084129, 3084130, 3084131 and 3084180

Dear Sir:

On January 8, 2015, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue purchase orders to Graybar Electric Company, Inc., to furnish and deliver Electrical Catalog Products, under U. S. Communities Cooperative Purchasing Contract #MA-IS-1340234, in the amount of \$83,000.00. The purchase orders expire on March 31, 2016.

As of May 6, 2016, the attached list of change orders has been approved. The effect of these change orders resulted in an increase, in the amount of \$18,500.00, from the original amount awarded of \$83,000.00. The current purchase orders' value is \$101,500.00. The prior approved change orders reflect a 22.3 percent increase to the original contract value.

The decrease is necessary to closeout the purchase orders issued in 2015. New purchase orders for 2016 have been issued and are being utilized.

This change order is in compliance with the Illinois Criminal Code since these changes are due to circumstances not reasonably foreseeable at the time the purchase orders were issued, 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 change orders to decrease the purchase orders in an amount of \$6,155.70 (6.1 percent of the current contract value), from an amount of \$101,500.00, to an amount not to exceed \$95,344.30.

Funds will be restored to Accounts 101-15000, 27000, 66000, 67000, 68000, 69000-623070, 623850.

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 May 19, 2016

Attachment