



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 16-0943, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 15, 2016**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to decrease purchase order and amend the agreement with Carlson Environmental, Inc., for professional environmental consulting services, including Phase II environmental site investigations of MWRDGC-owned land, in an amount of \$14,100.00 from an amount of \$600,000.00 to an amount not to exceed \$585,900.00, Account 101-66000-612430, Purchase Order 3088388

Dear Sir:

On January 7, 2016, the Director of Procurement and Materials Management issued a purchase order to Carlson Environmental, Inc., for professional environmental consulting services, including Phase II environmental site investigations of MWRDGC-owned land, in an amount not to exceed \$600,000.00. The purchase order expires on December 31, 2018.

The purchase order has no prior change orders.

A decrease in the value of the purchase order is being requested because the estimated expenditure for 2017 is less than the original award amount for 2017. The reduction is recommended based on the anticipated need for Phase 2 Environmental Site Assessments during 2017.

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 order was 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 a change order to decrease the purchase order and amend the agreement in an amount of \$14,100.00 (approximately 2.4% of the current purchase order's value), from an amount of \$600,000.00, to an amount not to exceed \$585,900.00.

Funds will be restored to Account 101-66000-612430.

Requested, John P. Murray, Acting Director of Maintenance and Operations, BAP:SO'C:MAG:JR:SSG  
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 15, 2016