



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 16-0944, **Version:** 1

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 Huff & Huff, 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 3087956

Dear Sir:

On December 3, 2015, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into an agreement with Huff & Huff, 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 contract will expire on December 31, 2018.

The contract has no prior change orders.

A decrease in contract value 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 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 decrease the purchase order and amend the agreement in an amount of \$14,100.00 (2.4% of the current contract 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, BP:SO'C:MAG:JR:JK
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