



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

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TRANSMITTAL LETTER FOR BOARD MEETING OF OCTOBER 5, 2017

COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authorization for payment to the Water and Wastewater Leadership Center for tuition fees for two (2) department heads to attend a 10-day Residential Leadership Development program in an amount not to exceed \$26,300.00, Account 101-25000-601100

Dear Sir:

Authorization is requested to issue a direct voucher payment to the Water and Wastewater Leadership Center for two (2) department heads to attend a 10-day residential leadership development program in Leesburg, Virginia, in an amount not to exceed \$26,300.00.

The Water and Wastewater Leadership Center is a 10-day residential program sponsored each year by the Association of Metropolitan Water Agencies (AMWA) and other water sector organizations to prepare and develop water and wastewater utility leaders and management executives to address the range of management challenges utilities face in today's competitive environment.

Participants enhance their decision-making skills and learn to lead confidently and think strategically. The Center offers a unique opportunity for unlimited peer networking, a personal assessment of their leadership skills, and targeted curriculum that focuses on effective and efficient management practices. With its exceptional faculty from the University of North Carolina's Kenan-Flagler Business School, the Leadership Center is consistently commended for the value it brings to its graduates and to the management of water and wastewater utilities.

The 2018 Leadership Center's program will be held from March 4 - 16, 2018, in Leesburg, VA. An application fee of \$1,500.00 is required with each program application, and will be applied to the tuition cost of \$13,150.00 per applicant upon acceptance to the program. The total tuition, including application fees is \$26,300.00. This includes 10 days of instruction, all course materials, residential accommodations, most meals and a comprehensive online resource center that may be accessed at any time during or after the program.

As the Water and Wastewater Leadership Center is the sole source for this training program and is not available through any other means, it is requested that attendance and payment be approved without competitive bidding in accordance with Section 11.4 of the Purchasing Act.

In view of the foregoing, it is recommended that the Board of Commissioners authorize payment, by direct voucher to the Water and Wastewater Leadership Center in an amount not to exceed \$3,000.00 for the deposit. Funds are available in Account 101-25000-601100. Funds will be available in Account 101-25000-601100 in an amount of \$23,300.00 for the balance of the tuition in 2018 and are contingent on the Board of Commissioners' approval of the District's budget for 2018.

Requested, Beverly K. Sanders, Director of Human Resources, BKS:RJB:SB

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 October 5, 2017