



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 18-0254, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF MARCH 15, 2018**

#### COMMITTEE ON PROCUREMENT

Mr. David St. Pierre, Executive Director

Authority to increase purchase order with Seeco Consultants, for Geotechnical Analysis in an amount of \$60,983.93, from an amount of \$674,353.82 to an amount not to exceed \$735,337.75. Account 201-50000-612380, 401-50000-612240, and 501-50000-612240, Purchase Order 3078788 (*As Revised*)

Dear Sir:

On February 1, 2013, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into an agreement with Seeco Consultants, for Geotechnical Analysis, in an amount not to exceed \$810,000.00. The contract expired on February 1, 2018.

As of March 2, 2018, the attached list of change orders has been approved. The effect of these change orders resulted in a net decrease in the amount of \$135,646.18 from the original amount awarded of \$810,000.00. The current contract value is \$674,353.82. The prior approved change orders reflect a 16.7% decrease to the original contract value.

The purchase order (PO) was prematurely decreased and closed on February 1, 2018 Board meeting.

Subsequent to PO closure, it was determined that a final invoice in the amount of \$60,983.93 remained unpaid for services rendered in budget year 2017. Per Seeco consultants, this is the final invoice for purchase order 3078788.

It is hereby recommended that the Board of Commissioners authorize the Director of Procurement and Materials Management to execute a change order to reopen and increase purchase order in an amount of \$60,983.93 (9.04% of the current contract value), from an amount of \$674,353.82 to an amount not to exceed \$735,337.75.

Funds will be available in Account 401-50000-612240.

Requested, Catherine A. O'Connor, Director of Engineering, MVL:CH

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 March 15, 2018

Attachment