



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 10-0105, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF FEBRUARY 4, 2010**

#### COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authority to decrease purchase order and amend agreement with the Northwest Municipal Conference for administrative assistance related to coordination of Watershed Planning Councils in Cook County, in an amount of \$91,758.03, from an amount of \$110,535.71, to an amount not to exceed \$18,777.68, Account 501-50000-612490, Purchase Order 3042316

Dear Sir:

On December 7, 2006, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue a purchase order and enter into an agreement with the Northwest Municipal Conference, for administrative assistance related to coordination of Watershed Planning Councils in Cook County, in an amount not to exceed \$300,000.00. The agreement terms called for the completion of all work by December 31, 2009.

As of January 22, 2010, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in the amount of \$189,464.29 from the original amount awarded of \$300,000.00. The current contract value is \$110,535.71. The prior approved change orders reflect a 63.15% decrease to the original contract value.

To date, the total expenditures are \$18,777.68 and no further services are expected to be required.

This change order is in compliance with the Illinois Criminal Code since the change is germane to the contract.

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 \$91,758.03 (83.01% of the current contract value) from an amount of \$110,535.71 to an amount not to exceed \$18,777.68.

Funds will be restored to Account 501-50000-612490.

Requested, Joseph P. Sobanski, Director of Engineering, SAF

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 February 4, 2010

Attachment