



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-0097, **Version:** 1

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 Mr. James T. Dencek for administrative services for the Board of Commissioners, in an amount of \$26,933.69, from an amount of 149,374.20 to an amount not to exceed \$122,440.51. Account 101-11000-601170, Purchase order 3055302

Dear Sir:

On January 8, 2009, the Board of Commissioners authorized the Director of Procurement and Materials Management to issue purchase order and enter into an agreement with Mr. James T. Dencek for administrative services for the Board of Commissioners, in an amount not to exceed \$149,374.20. The contract expired on December 31, 2009.

This purchase order has no prior change orders.

The purpose of this change order is to reduce and close the purchase order.

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 \$26,933.69 (18 percent of the current contract value) from an amount of \$149,374.20 to an amount not to exceed \$122,440.51.

Funds will be restored to Account 101-11000-601170.

Requested, Harold G. Downs, Treasurer, HGD

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