



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-0147, **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 Flo-Tork, Inc., for Field Engineering Services in an amount of \$15,000.00 from an amount of \$15,000.00, to an amount of \$0.00. Account 101-69000-612600, Purchase Order 3049080

Dear Sir:

On December 6, 2007, the Board of Commissioners authorized the Director of Procurement and Materials Management to Issue a purchase order and enter into an agreement with Flo-Tork, Inc., for field engineering services at the Mainstream Pumping Station, for a two-year period, in an amount not to exceed \$30,000.00. Account 101-69000-612600 (Req. No. 1224457). The contract expired on December 31, 2009.

As of January 14, 2010, the attached list of change orders has been approved. The effect of these change orders resulted in a decrease in an amount of \$15,000.00 from the original amount awarded of \$30,000.00. The current contract value is \$15,000.00. The prior approved change orders reflect a 50.00% decrease to the original contract value.

A decrease is being requested at this time because the utilization of the contract was less than originally anticipated.

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 in an amount of \$15,000.00 (100.00% of the current total contract value) from an amount of \$15,000.00 to an amount of \$0.00.

Funds will be restored in Account 101-69000-612600.

Requested, Osoth Jamjun, Director of Maintenance and Operations, OJ:MPS:SO'C:MAG:LSC:TRS
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