



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-0225, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF FEBRUARY 18, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authority to decrease purchase order with Hussmann Corporation for maintenance and repair of kitchen appliances at 100 E. Erie Street, in an amount of \$273.72, from an amount of \$13,000.00 to an amount not to exceed \$12,726.28, Account 101-15000-612490, Purchase Order 8005782

Dear Sir:

On December 30, 2008, the Director of Procurement and Materials Management issued a purchase order to Hussmann Corporation for maintenance and repair of kitchen appliances at 100 E. Erie Street, in an amount of \$9,500.00. This purchase order expired on December 31, 2009.

As of December 31, 2009, the attached list of change orders has been approved. The effect of these change orders resulted in an increase in an amount of \$3,500.00 from the original amount awarded of \$9,500.00. The current purchase order value is \$13,000.00. The prior approved change orders reflect a 36.84 percent increase to the original purchase order value.

The purpose of this change order is to 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 purchase order 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 \$273.72 (2.2 percent of the current contract value), from an amount of \$13,000.00, to an amount not to exceed \$12,726.28.

Funds will be restored to Account 101-15000-612490.

Requested, Eileen McElligott, Administrative Services Manager, EMc, BKS, LJP, MG, PM, BTS
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 18, 2010

Attachment