



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 10-0300, **Version:** 1

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

#### COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authorization to Amend Board Orders for Contract 07-438-12, Contract 08-404-11, and Contract 08-424-11, Amend Agreements with Carlson Environmental, Inc. and RMT, Inc. and Transfer Funds between General Administration and the Human Resources and Maintenance & Operations Department Budgets for the 2009, 2010, and 2011 Budget Years, Purchase orders 3052252, 3052255, 3052325, 5000770, and 5000916

Dear Sir:

On December 17, 2009, the Board of Commissioners authorized the amendment of board orders for existing contracts for the Safety and Site Remediation sections. Funding for these contracts, originally under the General Administration budget, was transferred to the Human Resources and Maintenance & Operations Department budgets for the years 2010, 2011, and 2012, pursuant to the transfer of the Safety section to Human Resources and the Site Remediation section to Maintenance & Operations, which took effect on January 1, 2010.

The amounts submitted at the December 17, 2009 meeting were estimated based upon information available at the time. Since then, invoices have been received and the actual amount of 2009 obligations to the contractors is known. The adjustments are required to move contract value between the 2009, 2010, and 2011 encumbrances. A summary of the changes is attached.

It is requested that the Director of Procurement and Materials Management be authorized to change the funding of the attached list of contracts and related purchase orders as listed between General Administration and the Human Resources and Maintenance & Operations Departments for the 2009, 2010, and 2011 budget years (2012 was not affected).

Funds for the 2011 expenditures are contingent on the Board of Commissioners' approval of the District's budget for that year.

Requested, Eileen McElligott, Administrative Services Manager, EMcE:BKS:SMK:CW  
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 4, 2010

Attachment