



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-0877, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 12, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authority to increase purchase order to PerkinElmer, Inc., to Furnish and Deliver Miscellaneous Parts and Supplies, in an amount of \$4,000.00, from an amount of \$9,500.00, to an amount not to exceed \$13,500.00, Account 101-16000-623570, Purchase Order 3061979

Dear Sir:

On February 19, 2010, the Director of Procurement and Materials Management issued a purchase order (PO) to PerkinElmer, Inc. (PE), to furnish and deliver miscellaneous parts and supplies for PE instruments at the Calumet, Egan and Stickney Analytical Laboratories, in an amount not to exceed \$9,500.00. The PO expires December 31, 2010.

This PO has no prior change orders.

The increase will cover the anticipated cost of additional supplies for preventive maintenance of two (2) PE Optima inductively coupled plasma units and two (2) autosamplers.

This change order is in compliance with the Illinois Criminal Code since the change order is due to circumstances not reasonably foreseeable at the time the PO 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 increase the PO in an amount of \$4,000.00 (42.1% of the current contract value), from an amount of \$9,500.00 to an amount not to exceed \$13,500.00.

Funds are available in Account 101-16000-623570.

Requested, Louis Kollias, Director of Monitoring and Research, LK:TG:MPC:KB:op\bk
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 August 12, 2010