



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 10-1002, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF SEPTEMBER 2, 2010

COMMITTEE ON PROCUREMENT

Mr. Richard Lanyon, Executive Director

Authority to decrease Contract 09-675-11, Carpet and Upholstery Cleaning at Various Locations, to DNA Cleaning, Inc., in an amount not to exceed \$23,999.00, from an amount of \$59,600.00, to an amount not to exceed \$35,601.00, Account 101-69000-612490, Purchase Order 5001088

Dear Sir:

On September 17, 2009, the Board of Commissioners authorized the Director of Procurement and Materials Management to award Contract 09-675-11, Carpet and Upholstery Cleaning at Various Locations, to DNA Cleaning, Inc., in an amount not to exceed \$59,600.00. The contract expires on October 1, 2011.

This contract has no prior change orders.

A decrease is being requested at this time because, due to budget constraints in 2011, the utilization of the contract in 2011 will be less than originally anticipated.

This change order is in compliance with the Illinois Criminal Code since this increase 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 Contract 09-675-11, in an amount of \$23,999.00 (approximately 40.27% of the current contract value), from an amount of \$59,600.00, to an amount not to exceed \$35,601.00.

Funds will be restored in Account 101-69000-612490.

Requested, Manju Prakash Sharma, Acting Director of Maintenance and Operations,
MPS:SO'C:MAG:LSC:MW

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 September 2, 2010