



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 19-0716, **Version:** 1

TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 8, 2019

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authorization to amend Board Order of July 11, 2019, regarding Authority to increase purchase order with the Illinois Institute of Technology pursuant to Contract 17-RFP-34, Master Agreement for Professional Development Courses for a Three-Year Period, for a technical writing class in an amount of \$6,724.00, from an amount of \$6,724.00, to an amount not to exceed \$13,448.00, Account 101-25000-601100, Purchase Order 1518843, Agenda Item No. 47, File No. 19-0633

Dear Sir:

At the Board meeting of July 11, 2019, the Board of Commissioners duly ordered the above stated action, Agenda Item No. 47, File No. 19-0633.

A textual error in the title and resulting order indicated, Authority to increase purchase order with the Illinois Institute of Technology, pursuant to Contract 17-RFP-34, Master Agreement for Professional Development Courses for a Three-Year Period, for a technical writing class in an amount of \$6,724.00, from an amount of \$6,724.00, to an amount not to exceed \$13,448.00, Account 101-25000-601100, Purchase Order 1518843. Same should have read, Authority to increase purchase order with the Illinois Institute of Technology, pursuant to Contract 17-RFP-34, Master Agreement for Professional Development Courses for a Three-Year Period, for a technical writing class in an amount of \$6,724.00, from an amount of \$6,724.00, to an amount not to exceed \$13,448.00, Account 101-25000-601100, Purchase Order 3104292.

All other information provided in the transmittal letter is correct.

Therefore, it is requested that the aforesaid Board order of July 11, 2019 be amended to effect the changes set forth above, otherwise to remain in force and effect as heretofore enacted.

Requested, Beverly K. Sanders, Director of Human Resources, BKS:RJB:KMB
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 8, 2019

Attachment