



# Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street  
Chicago, IL 60611

## Legislation Text

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**File #:** 19-0726, **Version:** 1

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### **TRANSMITTAL LETTER FOR BOARD MEETING OF AUGUST 8, 2019**

#### **COMMITTEE ON PROCUREMENT**

Mr. Brian A. Perkovich, Executive Director

Authority to increase purchase orders to Graybar Electric Company, Inc., to Furnish and Deliver Electrical Catalog Products, under the U.S. Communities Cooperative Purchasing Contract #EV2370, in an amount of \$15,000.00, from an amount of \$81,350.00, to an amount not to exceed \$96,350.00, Accounts 101-15000/66000/67000/68000/69000-623070, Purchase Orders 3102660 and 3102661

Dear Sir:

On December 20, 2018, the Director of Procurement and Materials Management issued purchase orders to Graybar Electric Company, Inc., to furnish and deliver electrical catalog products, under the U.S. Communities Cooperative Purchasing Contract #EV2370, in an amount of \$75,100.00. The purchase orders expire December 31, 2019.

As of July 24, 2019, the attached list of change orders has been approved. The effect of these change orders resulted in an increase in an amount of \$6,250.00 from the original amount awarded of \$75,100.00. The current contract value is \$81,350.00. The prior approved change orders reflect an approximate 8.3% increase to the original contract value.

This increase is necessary as the need for non-stock, electrical catalog products/repair parts at the Calumet and Stickney Water Reclamation Plants is greater than anticipated at the time the purchase orders were originally issued. Additional funding will allow the purchase of needed parts for the duration of the purchase orders.

This change order is in compliance with the Illinois Criminal Code since these changes are due to circumstances not reasonably foreseeable at the time the purchase orders were issued, 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 purchase orders in an amount of \$15,000.00 (18.4% of the current purchase orders' value), from an amount of \$81,350.00, to an amount not to exceed \$96,350.00.

Funds are available in Accounts 101-68000/69000-623070.

Requested, John P. Murray, Director of Maintenance and Operations, EJS:BK:MAG:JR:SSG  
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