



Metropolitan Water Reclamation District of Greater Chicago

100 East Erie Street
Chicago, IL 60611

Legislation Text

File #: 22-0011, Version: 1

TRANSMITTAL LETTER FOR BOARD MEETING OF JANUARY 6, 2022

COMMITTEE ON PROCUREMENT

Mr. Brian A. Perkovich, Executive Director

Authority to increase purchase order to Austin Voice Newspaper, in an amount of \$5,578.00, from an amount of \$9,900.00, to an amount not to exceed \$15,478.00, Account 101-20000-612360, Purchase Order 8009974

Dear Sir:

On June 18, 2021, a purchase order was issued to the Austin Voice Newspaper to publish legal notices, contracts, and personnel exam notification advertisements in a newspaper intended for the African American market, in an amount not to exceed \$9,900.00. The purchase order expires on December 31, 2021.

As of December 20, 2021, the attached list of change orders has been approved.

Original Purchase Order Amount	\$9,900.00
Date of Board Approval	N/A
Cumulative Change Orders (as of 12/20/2021)	\$0.00
% Change of Original Purchase Order Value	0.0%
Current Purchase Order Value	\$9,900.00
Requested Increase	\$5,578.00
New Purchase Order Value	\$15,578.00
% Change of Current Purchase Order Value	56.3%
% Change of Original Purchase Order Value	56.3%

An increase in the purchase order value is being requested to pay for advertisements placed for various legal notices, contracts, and personnel exam notifications since the issuance of the original purchase order.

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 order in an amount of \$5,578.00 (approximately 56.3% of the current purchase order value) from an amount of \$9,900.00 to an amount not to exceed \$15,478.00.

Funds are available in Account 101-20000-612360.

Recommended, Darlene A. LoCascio, Director of Procurement and Materials Management, DAL:SEB:MS
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 January 6, 2022

Attachment