



Agenda Cover Memorandum

Meeting Date: February 11, 2013

Item Title: Purchase Order Increases (2) – Vulcan Materials Co.,
\$8,000.00 and \$5,000.00

Action Requested:

Approval
 For discussion
 Feedback requested
 For your information

Staff Contact: Wayne Zingsheim, Director of Public Works

Phone Number: 847/318-5247

Email Address: wzingshe@parkridge.us

Background:

Staff has revised the estimate for two blanket purchase orders to Vulcan Materials Co., of Naperville, Illinois for the purchase of stone for sewer and water repairs to a firmer figure and request Council approval to increase the two purchase orders in conformance with budget policy.

The budget for the water account is \$200,000.00 and sufficient funds remain to cover this purchase order increase. We are asking for an increase to the purchase order in the amount of \$8,000.00

The budget for the sewer account is \$90,000.00 and sufficient funds remain to cover this purchase order increase. We are asking for an increase to the purchase order in the amount of \$5,000.00.

Recommendation:

1. Approve a purchase order increase of \$8,000.00 to Vulcan Materials Co., 1000 East Warrenville Road, Suite 100, Naperville, Illinois 60563.

2. Approve a purchase order increase of \$5,000.00 to Vulcan Materials Co., 1000 East Warrenville Road, Suite 100, Naperville, Illinois 60563.

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost: \$8,000.00 and \$5,000.00

If Yes, is this a Budgeted Item: Yes No Requires Budget Transfer

If Budgeted, Budget Code (Fund, Dept, Object) 502 3054 952000 and 503 3031 952000

Attachments:

- Change Order – PO 130227
- Change Order – PO 130226



M E M O R A N D U M

DATE: February 19, 2013

TO: FINANCE/PURCHASING

This is a change order to authorize an increase on:

P. O. NO: 130226

Vendor Name: Vulcan Materials Co.

Original Purchase Order Amount \$ 5,500.00

Change Order Amount Requested \$ 5,000.00

Total New Purchase Order Amount \$ 10,500.00

DEPARTMENT HEAD SIGNATURE: _____

DATE SIGNED: _____

CITY MANAGER SIGNATURE: _____

(Required if New Purchase Order Amount is between \$5,000. - \$10,000.)



M E M O R A N D U M

DATE: February 19, 2013

TO: FINANCE/PURCHASING

This is a change order to authorize an increase on:

P. O. NO: 130227

Vendor Name: Vulcan Materials Co.

Original Purchase Order Amount \$ 17,000.00

Change Order Amount Requested \$ 8,000.00

Total New Purchase Order Amount \$ 25,000.00

DEPARTMENT HEAD SIGNATURE: _____

DATE SIGNED: _____

CITY MANAGER SIGNATURE: _____

(Required if New Purchase Order Amount is between \$5,000. - \$10,000.)