



Agenda Item No. 8

To: Finance-Auditing Committee/Committee of the Whole  
Meeting of July 27, 2006

From: Joseph M. Wire, Auditor-Controller  
Celia G. Kupersmith, General Manager

Subject: **REVIEW OF AUDITOR-CONTROLLER'S QUARTERLY REPORT ON  
CONTRACTS AND CHANGE ORDERS/CONTRACT AMENDMENTS  
EXECUTED UNDER THE GENERAL MANAGER'S AUTHORITY**

### **Recommendation**

The following report is provided for informational purposes and no action is required.

### **Summary**

As a result of Procurement Reform authorized by the Board of Directors, the General Manager is authorized to award contracts and leases for equipment, supplies, materials, services or construction when the amount does not exceed \$100,000. In addition, the General Manager is authorized to approve change orders to contracts if all of the following criteria are met: (a) the change order can be funded with the contract contingency; (b) total change orders for the contract cumulatively do not exceed ten percent of the original contract price; and (c) the change order does not exceed \$50,000.

Attached is a quarterly report covering the fourth quarter (April, May and June) of FY 05/06. In October, the Board will receive the next report summarizing the activity for the three-month period of July 1, 2006, through September 30, 2006.

### **Fiscal Impact**

There is no fiscal impact as this report is informational.

JMW:CGK:jd

Attachment

**CONTRACT CHANGE ORDERS/CONTRACT AMENDMENTS**

<b>PROJECT NAME</b>	<b>REASON</b>	<b>AMOUNT OF CHANGE ORDER</b>	<b>CONTRACTOR/CONSULTANT</b>	<b>DATE EXECUTED</b>
Contract No. 2005-BT-11, Premium Lubricants	Price Increase	\$3,500.00	Western States Oil	03/29/06
Contract No. 2005-BT-7, <i>Security Guard Services</i>	Reduce/Revise Service Need	(\$40,187.80)	First Alarm Security	03/30/06
Contract No. 2005-BT-8, <i>Premium 15w/40 Engine Oil</i>	Price Increase	\$11,500.00	Southern Counties Oil	04/04/06
Contract No. 2004-BT-4	Price Increase	\$600.00	Unisource	06/01/06

**CONTRACTS AWARDED**

<b>PROJECT NAME</b>	<b>AMOUNT OF AWARD</b>	<b>CONTRACTOR/CONSULTANT</b>	<b>DATE OF AWARD</b>
Contract No. 2007-FT-1, <i>Larkspur Ferry Terminal Channel Maintenance Dredging</i>	\$100,000.00	Dutra Dredging Company	05/12/06
Contract No. 2006-BT-5 RTCC, <i>Janitorial Supplies</i>	\$93,745.26	Clean Source	05/17/06
Contract No. 2006-BT-5 RTCC, <i>Janitorial Supplies</i>	\$12,875.38	Crest Talmadge Sales	05/22/06