



**PURCHASING DEPARTMENT  
CONTRACT REVIEW TRANSMITTAL**

CATS  
NO.:

4781

**PROJECT: South Train Anoxic Valve Installation – South Cross Bayou Water Reclamation Facility**  
**PID No. 2108/002472A**  
**BID NUMBER: 145-0419-CP(DF)**

**TYPE:**  **Purchase Contract**     **Other:**     **Construction-Less than \$100,000**     **One Time**

In accordance with the policy guide for Contract Administration, the attached documents are submitted for review and comment.

Upon completion of review, complete Contract Review Transmittal and forward to next Review Authority listed. Please indicate suggested changes by revising, in RED, the appropriate section of the document reflecting the exact wording of the change.

**RISK MANAGEMENT:** Please enter required liability coverage on pages: 36 - 40    **PRODUCT ONLY**   
 Estimated Expenditure: \$420,419.00 ✓

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	<u>Purchasing Dept.</u> J. Lauro, Director C. Mancuso, Asst. Director D. Fechter, PAC	8/8/15	<i>[Signature]</i>		
2.	<u>Requesting Dept.</u> Kevin Becotte, Director Bob Powell, Director Nestor Sotelo, PM Trina Shisler, Contracts	8/11/15 8/14/15 8/15/15	<i>[Signature]</i> <i>[Signature]</i> <i>[Signature]</i>		

**Using Dept please provide below information:**

- A.  Yes, funding for this project is using grant funding.  No, funding for this project is not using grant funding.  
 If grant funding is being used you must provide Purchasing with the exact clauses that need to be on attached document.
- B. *ts 8/15/15* Initial and Date Funding is available for this project.  
 Provide title of funding source Sewer Enterprise Fund
- C. Please check attached vendor list. Circle vendors you want bids mailed to. Add additional vendors with complete information (Name, Address, Phone and Email)

3.	<u>BCC Finance</u> Attn: Cassandra Williams	8/10/15	<i>CBW</i>		
<i>Rec'd 8/11</i> 4.	<u>Risk Management Director</u> Attn: Virginia E. Holscher (Check applicable box at right)	8/13/15	<i>GEW</i>	<i>See changes Page 36-39 / New Sect C Attached</i>	<b>HIGH RISK</b>
5.	<u>Legal</u> Attn: Miles Belknap	8/19/15	<i>MB</i>		
6.	<u>Asst. County Administrator</u> Attn: Paul Sacco	8/21/15	<i>(PSS)</i>		

**RETURN ALL DOCUMENTS TO PURCHASING**

Make all inquiries to: D.Fechter at Extension 3154  
 In order to meet the following schedule, please return your requirements to Purchasing by: **8/20/2015**

TENTATIVE DATES	
Advertisement: 8/28/2015	Opening: 9/29/2015