



Waukesha Water Utility

SERVING WAUKESHA SINCE 1886

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MEMORANDUM

DATE: March 10, 2017

TO: Dan Duchniak

FROM: Donna Scholl,
Administrative Services Manager

RE: Revision of Blanket Purchase Orders

In December of 2016 the Commission approved \$10,278,893 of blanket purchase orders. I have subsequently found errors in the list and in the entry of the purchase orders. As a result, I am requesting that the Commission revise the list originally approved.

The new list is attached. It totals to \$10,256,592, less than the original amount.

All requests are budgeted for.

Recommended Motion: Move to replace the originally approved list of blanket purchase orders, totaling \$10,278,893, with the revised attached list, totaling \$10,256,592.

