



City of Chicago
Richard M. Daley, Mayor

Department of
Procurement Services

Eric J. Griggs
Chief Procurement Officer

City Hall, Room 403
121 North LaSalle Street
Chicago, Illinois 60602
(312) 744-4900
(312) 744-2949 (TTY)

<http://www.cityofchicago.org>

MEMORANDUM

Date: July 19, 2004

To: James Laski, City Clerk

Attn: Herman Woratschek

From: 
Eric J. Griggs
Chief Procurement Officer

Re: Emergency Request Parking Enforcement Aides

Pursuant to Section 5/8-10-5 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from Serco Management Services. Based upon information received from members of your staff, I have determined that this procurement is necessary to meet bona fide operating emergencies.

You are hereby authorized to purchase Parking Enforcement Services in the amount of \$36,400.00 as requested in your letter of July 16, 2004. Any amount in excess of the \$36,400.00 approved here shall be subject to additional authorization and shall be limited so as not to exceed the \$40,000 limit established by statute.

cc:S. Geocaris





City of Chicago
Richard M. Daley, Mayor

Office of the City Clerk

James J. Laski
City Clerk

City Hall, Room 107
121 North LaSalle Street
Chicago, Illinois 60602-1295
(312) 744-6861
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MEMORANDUM

*Eric J. Griggs
approved
7/19/04*

TO: ERIC GRIGGS, CHIEF PROCURMENT OFFICER
FROM: JAMES LASKI, CITY CLERK
DATE: JULY 16, 2004
RE: EMERGENCY AUTHORIZATION REQUEST

The Office of the City Clerk requires the services of 5 full-time parking enforcement aides for 10 weeks (a total of 2,000 hours), beginning Monday, July 19, 2004. These services are required to enforce City Sticker regulations to generate of critical city revenues and currently there is not an active city agreement that provides for these services.

Accordingly, the City Clerk is requesting emergency authorization to receive parking aide enforcement services from Serco Management Services. Per the terms of the City's most recent contract with Serco Management Services, the hourly rate for Parking Enforcement Aides is \$20.00. Therefore, the Clerk is requesting authorization to pay Serco up to \$36,400.

Thank you in advance for your cooperation.

CC: Bea Reyna-Hickey
Russ Carlson

James J. Laski 