MEMORANDUM

Date: February 9, 2004

To: Richard A. Rice, Commissioner
Department of Water Management

Attn: Doug Wedel

From: Eric J. Griggs
Acting Chief Procurement Officer

Re: Emergency Request Aluminum Sulfate

Pursuant to Section 5/8-10-5 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from C & S Chemical Inc.. 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 Aluminum Sulfate in the amount of $23,424.26 as requested in your letter of January 21, 2004. Any amount in excess of the $23,424.26 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
MEMORANDUM

TO: David E. Malone
   Chief Procurement Officer

FROM: Richard A. Rice
       Commissioner

SUBJECT: Operational Emergency Contract
         Aluminum Sulfate Liquid (3)

DATE: January 21, 2003

The Department of Water is requesting an Operational Emergency Contract, in the amount of $23,424.26 for Aluminum Sulfate liquid. This product is used for the treatment of drinking water and will be used at both treatment plants. The Department of Water Management and the Department of Procurement Services are currently working on a new contract.

Therefore, your approval of this repair will be greatly appreciated.

C & S Chemical, Inc. is the vendor that will provide this product.
C&S Chemicals, Incorporated  
4180 Providence Road  
Building 300, Suite 310  
Marietta, GA  30062

**Sold To:**  
Chicago South Distr. Filtration Plant  
Attn: Chemical Inventory  
3300 E. Cheltenham Place  
Chicago, IL  60649

**Ship to:**

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<tr>
<th>Customer ID</th>
<th>Customer PO</th>
<th>Payment Terms</th>
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<th>Shipping Method</th>
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<th>Due Date</th>
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<td>Company Truck</td>
<td>10/20/03</td>
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<thead>
<tr>
<th>Qty, Dry Tons</th>
<th>Description</th>
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| 114.67        | (See Attached) Liquid Aluminum Sulfate (17%)  
Chicago/South Plant Loads # 391-400; 484,940# @ 8.04%                       |

S WPP  
APPROVED FOR PAYMENT

**Signature**  
**Date** 12-4-03

PLEASE REMIT PAYMENTS TO:  
C & S CHEMICALS, INC.  
P.O. BOX 1306  
BEDFORD PARK, IL 60499-1306

Subtotal: 11,811.01  
Sales Tax: 0.00  
Total Invoice Amount: 11,811.01  
Payment Received: 0.00  
TOTAL: 11,811.01
## Invoice

### Invoice Number:
53837

### Invoice Date:
Nov 7, 2003

### Page:
1

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**Customer ID**
C-006

**Sales Rep ID**

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<td>(See Attached) Liquid Aluminum Sulfate (17%) Chicago/South Plant Loads # 401-410; 478,000# @ 8.02%</td>
<td>103.00</td>
<td>11,613.25</td>
</tr>
</tbody>
</table>

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**SWPP APPROVED FOR PAYMENT**

**SIGNATURE**

**DATE** 12/03

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**PLEASE REMIT PAYMENTS TO:**
C & S CHEMICALS, INC.
P.O. BOX 1306
BEDFORD PARK, IL 60499-1306

---

**Check No:**

**Subtotal**

**11,613.25**

**Sales Tax**

**11,613.25**

**Total Invoice Amount**

**11,613.25**

**Payment Received**

**0.00**

**TOTAL**

**11,613.25**

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**Sold To:**
Chicago South Distr. Filtration Plant
Attn: Chemical Inventory
3300 E. Cheltenham Place
Chicago, IL 60649

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**Ship to:**

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**Shipping Method**

**Company Truck**

**Ship Date**

11/7/03

**Due Date**

12/7/03