MEMORANDUM

Date: October 1, 2004

To: Miguel d'Escoto, Commissioner
   Department of Transportation

   Attn: Gilbert Quinones

From: Eric J. Griggs
      Chief Procurement Officer

Re: Emergency Request Plywood

Pursuant to Section 5/8-10-5 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from Mayfair Lumber Co. 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 Plywood in the amount of $38,861.00 as requested in your letter of September 21, 2004. Any amount in excess of the $38,861.00 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
    B. Humphrey
September 21, 2004

Eric Griggs
Chief Procurement Officer
Department of Procurement Services
121 North LaSalle Street – Room 403
Chicago, Illinois 60602

Re: Emergency purchase for Plywood (various sizes)

Dear Mr. Griggs:

The Department of Transportation is requesting an emergency purchase of Plywood (various sizes), not to exceed $40,000.00. The Department of Transportation has been working in conjunction with the Department of Procurement Services for a contract that will include the Plywood (various sizes).

Currently no contract exists to purchase the items.

Bids were opened on September 2, 2004, for RFQ 1078 (Plywood, Sheeting Materials and Miscellaneous Moulding & Trim) and Arrow Lumber Company appears to be the lowest bidder. The Supplier (Arrow Lumber) has stated that they (Arrow Lumber) will not ship unless they (Arrow Lumber) have a valid contract to insure prompt payment for materials procured.

The need for the Plywood (various sizes) is based on providing the materials to complete CDOT’s new and existing projects. The construction season is underway and many of the CDOT’s projects require plywood various sizes.

If additional information is required, please contact Louis Langone at 744-5717.

Sincerely,

Miguel d’Escoto
Commissioner

Originated by:

Cheri Heramb
Deputy Commissioner
Bureau of Administration and Planning

cc: B. Murphy
    J. Goliber
    R. McDarrah
    G. Quinones
    T. Powers
    File
<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>UNIT</th>
<th>PRICE</th>
<th>EXTENSION</th>
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<tr>
<td>200 PC</td>
<td>PLYWD CDX SP 4X8 3/4</td>
<td>6400</td>
<td>740</td>
<td>4735.00*</td>
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<td>PLYWD CDX SP 4X8 1/2&quot; 4-PLY</td>
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<td>575</td>
<td>1840.00*</td>
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**BALANCE WEST COAST**

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<td>49.50</td>
<td>17325.00*</td>
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1 EA YOUR SIGNATURE PRIOR TO THE EXPiration DATE WILL SERVE TO GUARANTEE UNIT PRICES THROUGH NOVEMBER 30, 2004

S. DATE

S. DATE 9/13/04

UNLESS ACCEPTED & SIGNED, PRICES WILL AUTOMATICALLY CHANGE WITHOUT NOTICE. SUBJECT TO 2% C/D WHEN EARNED

Total Merchandise: 38861.00

Tax: 0.00

Total: 38861.00

***THESE PRICES WILL EXPIRE ON THE ABOVE DATE***
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<td>Plywood</td>
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SUB-TOTAL: 40,295.00
DELIVERY: N/A
TAX: N/A
TOTAL: 40,295.00

ESTIMATE PRICES ARE SUBJECT TO CHANGE AT TIME OF ACCEPTANCE OF ORDER.

PRICES OF THIS ESTIMATE GOOD UNTIL 9/23/14

Donald Reed, Pres
L. Miller & Son Lumber Co.
1815-25 West Division Street
Chicago, Illinois 60622
773-278-6740
Fax: 773-278-6040

TO: CITY OF CHICAGO
[To] DEPT OF TRANSPORTATION
BUREAU OF ADMIN & PLANNING
30 N. LAKE E. ST

SHIP TO: SUITE 200
CHICAGO IL 60602-2570

Purchase order number must appear on all forms relating to this order.

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SUBTOTAL 45135.00

TOTAL DUE 45135.00