MEMORANDUM

Date: June 9, 2005

To: Brian Murphy, Acting Commissioner
Department of Water Management

Attn: Julie Hernandez

From: Mary A. Dempsey
Interim Chief Procurement Officer

Re: Emergency Purchase Order Authorization

Pursuant to Section 2-92-644 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from Joseph Metz and Sons. 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 Sewer Brick in the amount of $136,080.00 as requested in your letter of June 6, 2005. Any amount in excess of the $136,080.00 approved here shall be subject to additional authorization and shall be limited so as not to exceed the $250,000 limit established by statute.

cc: S. Geocaris
B. Humphrey
MEMORANDUM

DATE: June 6, 2005

TO: Mary A. Dempsey
Interim Chief Procurement Officer
Department of Procurement Services

FROM: Brian S. Murphy
Interim Commissioner
Department of Water Management

RE: Request of Emergency Authorization (req 21202)
Sewer Brick

The Department of Water Management requires sewer brick for our district crews to rebuild catch basins, gutter boxes and main sewers. Accordingly, the Department of Water Management is requesting emergency authorization for this purchase in the amount of $136,080.00. The former contract was with Chicago United Industries which expired 2/28/05. We are in the process of requesting a new contract.

Attached please find three quotations. We are recommending Joseph Metz and Sons, because they were the lowest bidder.

I certify that this emergency poses a clear and imminent danger, requiring immediate procurement of services, supplies or equipment to prevent or mitigate the loss or impairment of life, health, property, or essential public services and would not have been avoided by due care and diligence.

Thank you for your assistance.

If you have any questions, please call Julie Hernandez-Tomlin, Deputy Commissioner at 312-747-7089.
CITY OF CHICAGO
PURCHASE REQUISITION

DELIVER TO:  
C08  
SUNNYSIDE AND LAMON  
CHICAGO, ILLINOIS 60630  
Chicago, IL

REQUISITION: 21202
PAGE: 1
DEPARTMENT: 88 - DEPARTMENT OF WATER MANAGEME
PREPARER: Gigi Coleman Brooms
NEEDED:  
APPROVED: 5/26/2005

REQUISITION DESCRIPTION
REQUESTING AN EMERGENCY FOR BRICK WITH JOSEPH METZ & SONS. THE BRICK IS USED BY THE CREW TO LAY BRICK AND REBUILD CATCH BASIN, GUTTER BOXES AND MAIN SEWERS.
SPECIFICATION NUMBER: 36662

COMMODITY INFORMATION

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<tr>
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<th>UNIT COST</th>
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BRICK, SEWER - CONCRETE

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LINE TOTAL: 12,600.00

REQUISITION TOTAL: 12,600.00

Where a commodity is for a particular or unique use other than standard quality, grades, color, size or other characteristics, give details of how it will be and for what purpose. Requisitions prepared incorrectly will be returned to the using department.
CITY OF CHICAGO
PURCHASE REQUISITION

DELIVER TO:
D25
BUREAU OF WATER DISTRIBUTION
SOUTH DISTRICT/ PIPE YARD C
CHICAGO, ILLINOIS 60620, IL

REQUISITION: 21202
PAGE: 1
DEPARTMENT: 88 - DEPARTMENT OF WATER MANAGEMENT
PREPARER: Gigi Coleman Broome
NEEDED:
APPROVED: 5/26/2005

REQUEST DESCRIPTION
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BRICK, SEWER - CONCRETE

SUGGESTED VENDOR: REDMOND PAVING & RECLAIMING
REQUESTED BY: Gigi Coleman Broome

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LINE TOTAL: 5,040.00

REQUISITION TOTAL: 5,040.00

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Requisitions prepared incorrectly will be returned to the using department.
CITY OF CHICAGO
PURCHASE REQUISITION

DELIVER TO:

D23
BUREAU OF WATER DISTRIBUTION
NORTH DISTRICT/PIPE YARD A
CHICAGO, ILLINOIS 60647, IL

REQUISITION: 21202
PAGE: 1
DEPARTMENT: 88 - DEPARTMENT OF WATER MANAGEME
PREPARER: Gigi Coleman Brooms
NEEDED:
APPROVED: 5/26/2005

REQUISITION DESCRIPTION
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LINE TOTAL: 15,120.00

REQUISITION TOTAL: 15,120.00

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# CITY OF CHICAGO
## PURCHASE REQUISITION

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# REQUISITION DESCRIPTION
REQUESTING AN EMERGENCY FOR BRICK WITH JOSEPH METZ & SONS. THE BRICK IS USED BY THE CREW TO LAY BRICK AND REBUILD CATCH BASIN, GUTTER BOXES AND MAIN SEWERS.
SPECIFICATION NUMBER: 36662

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BRICK, SEWER - CONCRETE

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LINE TOTAL: 50,400.00

REQUISITION TOTAL: 50,400.00

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Where a commodity is for a particular or unique use other than standard quality, grades, color, size or other characteristics, give details of how it will be and for what purpose.
Requisitions prepared incorrectly will be returned to the using department.
# CITY OF CHICAGO
## PURCHASE REQUISITION

**DELIVER TO:**
C04  
3901 S ASHLAND  
CHICAGO, ILLINOIS 60609  
Chicago, IL

**REQUISITION:** 21202  
**PAGE:** 1  
**DEPARTMENT:** 88 - DEPARTMENT OF WATER MANAGEMENT  
**PREPARER:** Gigi Coleman Brooms  
**NEEDED:**  
**APPROVED:** 5/26/2005

## REQUISITION DESCRIPTION
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**SPECIFICATION NUMBER:** 36662

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**BRICK, SEWER - CONCRETE**

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**LINE TOTAL:** 52,920.00

**REQUISITION TOTAL:** 52,920.00

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Where a commodity is for a particular or unique use other than standard quality, grades, color, size or other characteristics, give details of how it will be and for what purpose.  
Requisitions prepared incorrectly will be returned to the using department.
1/6 cubes per load

LOADS ARE

THEY ARE CUBED 600/cu

PRICE 15.25c/brick

WATER YARDS IN CHICAGO.

OF CHICAGO DEPOT OF
DELIVERED TO CITY
CONCRETE BRICK

RE: PRICE ALLOT

DEPT: DEPT.

TO: GLG BROOKS

TX 312/247-7028
S-06-05
**QUOTATION/PROPOSAL**

FROM JOS. METZ & SON, INC., 8136 W. 0602 E., LYNDS, IL 60534

TO: CITY OF CHICAGO

PH 312/747-7030
FX 312/747-7078

GIGI 312/747-1681

ATTN: GIGI BROOCH

DEPT. OF WATER MANAGEMENT

333 S. STATE STREET, ROOM 410

CHICAGO, IL 60604

EMERGENCY

REQUISITION

CITY CHICAGO

NO. 21202

DATE 5/26/05

INQUIRY NO.

ESTIMATED DELIVERY

FROM RECEIPT

START 5-27-05

NET 20 DAYS FROM

INVOICE DATE

SALES

JOHANNA METZ

SHIP VIA

OUR YARD TRUCK

FOLLOW UP DATE

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<th>QUANTITY</th>
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<th>UNIT</th>
<th>AMOUNT</th>
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<td>54,320</td>
<td>concrete brick DELIVERED TO VARIOUS DEPT. OF WATER MANAGEMENT YARDS IN CHICAGO</td>
<td>$300</td>
<td>N</td>
<td>$16,296.00</td>
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GIGI, PLEASE SIGN AUTHORIZATION FOR ACCEPTANCE OF PRICE AND PAYMENT TERMS. THANK YOU,

JOHANNA M. METZ

PH 708/447-6662
FX 708/447-6207

GOUR AXET 2000
8136 W. 0602 E.
P.O. BOX 14
LYNDS, IL 60534-0614

ABOVE PRICES GOOD FOR 30 DAYS.
PLEASE REFER TO THE ABOVE QUOTATION NUMBER WHEN PLACING YOUR ORDER.

SIGNATURE

Jos Metz
May 25, 2005

City of Chicago  
Mrs. Gee Gee Brooms  
Department of Purchases, Contracts and Supplies  
Fax 312-747-7078

Dear Mrs. Brooms

Illinois Brick is pleased to send you the quote on sewer brick. Pricing will be as follows:

<table>
<thead>
<tr>
<th>Our Part Number</th>
<th>Product Description</th>
<th>U/M</th>
<th>Pricing</th>
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</thead>
<tbody>
<tr>
<td>338000439</td>
<td>Concrete/Cement Brick</td>
<td>Each</td>
<td>$ .34</td>
</tr>
</tbody>
</table>

I am requesting order in either full cube or strap quantities. The product is packaged 510 per cube and 102 per strap.

We appreciate your business and look forward to servicing your needs.

Thank You,

Lynn Smith  
Customer Service Manager
**QUOTATION**

**ISSUED TO:**
City of Chicago  
M&G Grooms  
Dept of Purchases

**SHIP TO:**
AS REQ'D IN CITY

**QUANTITY**
514.320

**DESCRIPTION**
SEWER BRICK (Concrete/Cement Brick)

**PRICE**
$1.375 EA

MFG IS REQUESTING THAT ORDERS BE EITHER FULL CUBE OR STRAP QUANTITIES

SEWER BRICK IS PRODUCED 50 PER CUBE AND 102 PER STRAP

THANKS FOR THE CHANCE TO QUOTE

[Signature]

**BY:**
[Signature]

**TITLE:** President

1456 W. FULLERTON AVENUE CHICAGO, ILLINOIS 60614 (773) 525-3003 FAX (773) 218-3319