MEMORANDUM

Date: May 2, 2005

To: Alfred Sanchez, Commissioner
Department of Streets and Sanitation

Attn: Lisa Miller

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 Branscombe Cable. 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 Triplex Cable in the amount of $107,610.00 as requested in your letter of April 22, 2005. Any amount in excess of the $107,610.00 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: April 22, 2005

TO: Mary A. Dempsey
Interim Chief Procurement Officer

ATTN: Steve Geocaris, Managing Deputy

FROM: Alfred Sanchez, Commissioner
Department of Streets and Sanitation

SUBJECT: Request for Emergency Authorization

The Department of Streets and Sanitation needs to procure cable. The triplex cable is needed for the Residential Lighting program and the STP Program & Traffic Signal new installation. Currently, there is no contract in place. Accordingly, Streets and Sanitation is requesting emergency authorization for this purchase in the amount of $107,610.00.

Attached please find 4 price quotations. We are recommending Branscombe Cable due to the fact that they supplied the lowest quotation.

Please contact Lisa Miller at 744-4667 if you have any questions.

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

Lisa M. Miller
Assistant to the Commissioner

cc: Anne Kent
John Nomikos
Bart Vittori
Frank Lindbloom
Lisa Miller
Steven Geocaris
Claude Humphrey
Thomas Crothers
CPAC
PROJECT CHECKLIST

IMPORTANT: PLEASE READ AND FOLLOW THE INSTRUCTIONS FOR COMPLETING THE PROJECT CHECKLIST AND CONTACT THE APPROPRIATE TEAM LEADER IF YOU HAVE ANY FURTHER QUESTIONS. ALL INFORMATION SHOULD BE COMPLETED INCLUDING THE SUPPLEMENTAL CHECKLIST REQUIRED BY THE SPECIFIC CPAC TEAM. ATTACH ALL REQUIRED MATERIALS AND SUBMIT FOR HANDLING TO THE DEPARTMENT OF PROCUREMENT SERVICES, ROOM 403, CITY HALL, 121 N. LASALLE STREET, CHICAGO, ILLINOIS 60602.

PROJECT
Date: 4-28-05
ID No (Spec, RX, Project): 35760
Department: Streets & San
Bureau: Electricity
Contract No (if known): WIA
Project Title/Description: Emergency Po for Triple Cane
Contact Person: C. Miller
Tel: 4-4667 Fax: 4-3367 E-mail:
Project Manager:
Tel: Fax: E-mail:
Estimated Value $ 107,410.00

SCOPE STATEMENT
☑ attached is a detailed scope of services and/or specification

IMPORTANT: THIS IS A CRITICAL PORTION OF YOUR SUBMITTAL. IN ORDER FOR A TEAM TO ACCEPT YOUR SUBMITTAL YOU MUST COMPLETE ALL TEAM SPECIFIC SCOPE REQUIREMENTS AS SET FORTH IN THE SUPPLEMENTAL CHECKLIST FOR THAT TEAM.

The following is a general description of what would be included in a Scope of Services or Specification:
A clear description of all anticipated services and products, including: time frame for completion, special qualifications of prospective vendors, special requirements or needs of the project, locations, anticipated participating user departments, citation of any applicable City ordinance or state/federal regulation or statute.

TYPE OF PROCUREMENT REQUESTED (check all that apply)
☐ Competitive Bid ☐ RFQ/RFP/RFS/RFI ☐ Sole Source** ☐ Term Agreement ☐ One Shot
☐ Mod/Amendment ☐ Time Extension ☐ Additional Funding ☐ Small Order ☐ S/O Emergency

FORMS
☐ F-25* (add line item) ☐ F-10* (special approval) ☐ SSRB* (sole source approval)
☐ F-26* (new term agreement) ☐ RX (one-shot requisition) ☐ OBM Authorization
☐ F-27* (time extension) ☐ APRF (all purpose request form)
☐ F-29* (change vendor limit)

** Sole source requests must include vendor quotes/proposal and MBE/WBE compliance requirements

FUNDING
City: ☐ Corporate ☐ Bond ☐ Enterprise ☐ Grant* ☐ Other
State: ☐ IDOT/Transit ☐ IDOT/Highway ☐ Grant* ☐ Other
Federal: ☐ FHWA ☐ FTA ☐ FAA ☐ Grant* ☐ Other
Funding Strip(s): 05-100 - 81 - 3095 - 0,000 - 0,000

☐ Attach copy of any applicable grant agreement terms and conditions

TIME FRAME
Date Needed: 1000
Contract Term (y/m/d): 7/5

PRE BID/SUBMITTAL REQUIREMENTS
Requesting Pre Bid/Submittal Conference? ☐ Yes ☐ No
Requesting Conference be Mandatory? ☐ Yes ☐ No
Requesting Site Visit? ☐ Yes ☐ No
Requesting Site Visit be Mandatory? ☐ Yes ☐ No

Emergency Request. No contract
In Place

Form Date: 01/16/2002 Page 1 of 4
ARCHITECTURAL/ENGINEERING SUPPLEMENTAL CHECKLIST
Required Attachments: Scope of Services, including location, description of project, services required, deliverables, and other information as required
Risk Management
Will services be performed within 50 feet of CTA train or other railroad property? __Yes __No
Will services be performed on or near a waterway? __Yes __No
Pre-Qualification Category No. Category Description:
For Pre-Qualification Program, attach list of suggested firms to be solicited
Other Agency Concurrence Required: __None __State __Federal __Other (fill in)

AVIATION CONSTRUCTION SUPPLEMENTAL CHECKLIST
DOA sign-off for final design documents: __Yes __No
Required Attachments:
Copy of Draft Contract Documents and Detailed Specifications.
Risk Management:
Current Insurance Requirements prepared/approved by Risk Management: Yes____ No____
Will work be performed within 50 feet of CTA or ATS structure or property? __Yes ____No____
Will work be performed airside? __Yes ____No____

CAPITAL EQUIPMENT (VEHICLES) SUPPLEMENTAL CHECKLIST
Required Attachments:
___ Detailed Specifications including detailed description of the vehicle(s) or equipment, mounted equipment, if any, and options/accessories.
___ Special Provisions (Delivery, Warranty, Manuals, Training, Additional Unit Purchase Options, Bid Submittal Information, etc.)
___ Delivery Location(s)
___ Technical Literature
___ Drawings, if any
___ Part Number List (___Manufacturer; or ___ Dealer; ___ or Other Source: __________________________)
___ Copy of current Price List(s)/Catalog(s)
___ Form F-10 or other authorization document
___ Any other exhibits and attachments

COMMODITIES SUPPLEMENTAL CHECKLIST
Required attachments:
✓ Copies of price lists, catalogs, drawings, variations of part numbers
✓ Any other exhibits or attachments

CONSTRUCTION SUPPLEMENTAL CHECKLIST (LARGE & SMALL)
Required attachments: Copy of Draft (80% Completion)
Copy of Draft (80% Completion) Contract Documents and Detailed Specifications
Risk Management
Will services be performed within 50 feet of CTA train or other railroad property? __Yes __No
Will services be performed on or near a waterway? __Yes __No
CITY OF CHICAGO
PURCHASE REQUISITION

DELIVER TO:
081-3095 ASHLAND
2451 S. ASHLAND AVE.
Chicago, IL 60608

REQUISITION: 20829
PAGE: 1
DEPARTMENT: 81 - DEPT OF STREETS & SANITATION
PREPARER: Lisa M Miller
NEEDED: 4/22/2005
APPROVED: 4/22/2005

REQUEST DESCRIPTION
REQUEST EMERGENCY PO FOR CABLE FROM BRANSCOMBE CABLE IN TEH AMOUNT IF $107,610.00
SPECIFICATION NUMBER: 35760

COMMODITY INFORMATION

<table>
<thead>
<tr>
<th>LINE</th>
<th>ITEM</th>
<th>QUANTITY</th>
<th>UOM</th>
<th>UNIT COST</th>
<th>TOTAL COST</th>
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<tr>
<td>1</td>
<td>2080030850</td>
<td>85,000.00</td>
<td>thousand Fe</td>
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CABLES, STREET LIGHTING, TYPE XLP - 2/CI#6 AND 1/CI#8 AWG, EACH CONDUCTOR WITH ETHYLENE-PROPYLENE INSULATION AND A HYPALON JACKET, STRANDED TOGETHER TO FORM A TRIPLEX CONFIGURATION. THE #1/CI#8 SHALL HAVE A GREEN COLOR JACKET.

SUGGESTED VENDOR: BRANSCOMBE CABLE COMPANY
REQUESTED BY: Lisa M Miller

<table>
<thead>
<tr>
<th>DIST</th>
<th>BFY</th>
<th>FUND</th>
<th>COST CTR</th>
<th>APPR</th>
<th>ACCNT</th>
<th>ACTV</th>
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LINE TOTAL: 0.00

REQUISITION TOTAL: 0.00

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.
BUREAU: Electricity
ADDRESS: 2451 S. Ashland Ave.
       Chicago, IL 60608

SHIPPING CODE: E-88

METHOD OF PURCHASE:

SUB-ORDER
VENDOR: BRANSCOMBE CABLE

PAYMENT VOUCHER NO:
REQUISITION NO: 5-0381
CONTACT NAME: Guy Wolgamott
PHONE: (312) 746-4411

TA NUMBER: Branscombe P.O.
VENDOR CODE: 1009486A

PURCHASE ORDER: ______________________

DELIVERY REQUIREMENTS:

SOLE SOURCE          JUSTIFICATION / PRICE QUOTE MUST BE ATTACHED
PHONE BID            JUSTIFICATION MUST BE ATTACHED
DIRECT VOUCHER       JUSTIFICATION MUST BE ATTACHED
DV # (ASSIGNED BY 701) ______________________

PROJECT: Residential Street Lighting & STP's

<table>
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<tr>
<th>COMMODITY CODE</th>
<th>ON HAND ITEM DESCRIPTION (INCLUDE CAT. INFO)</th>
<th>QUANTITY</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>280 80 30 000</td>
<td>46686 CABLE 2/C #6 1/C #8 (TRIPLEX) M(31-4686-6253)</td>
<td>85000</td>
<td>$1.2660</td>
<td>107,610.00</td>
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TOTAL: $107,610.0000

SOURCE OF UNIT PRICE: Term agreement
JUSTIFICATION: ______________________

FUNDING STRIP: 04-266-04-2040-0940-12-14-01-5 $125,320.00
BUDGET LINE: 20000

FUNDING STRIP: 05-325-82-2030-5120-2410-28-20-15 $159,509.60
BUDGET LINE: 47000

FUNDING STRIP: 05-425-81-2080-5121-0510-1250-211 $23,730.40
BUDGET LINE: 17994

ASSIGNED BY: OLC 4/25/15 PREPARED BY: Guy Wolgamott APPROVED BY: ____________

#NAME?
# Quotation

**Date:** 4/7/2005  
**Estimate #:** 04-438

## Transcombe Cable

**PO Box 08235**  
**Chicago, IL 60608**  
**Ph:** (312) 226-7718  
**Fax:** (312) 226-7719

## City of Chicago

**Streets & Sanitation**  
2451 South Ashland Ave.  
Chicago, IL 60608

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<th>Description</th>
<th>Cost</th>
<th>Qty</th>
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<td>TRIPLEX</td>
<td>2/C PLEX #6 7X COPPER-045 OKOGUARD EPR-030 OKOLON-BLK/RED-DUPLEXED W/I #8 7X COPPER GRD WIRE -045 OKO GUARD EPR-015 GREEN OKOLON GRD WIRE-600V</td>
<td>1,266.00</td>
<td>85</td>
<td>107,610.00</td>
</tr>
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</table>

**Metal Weight Lbs Per 1000 Ft:**  
**Copper 215**  
**SPECIAL MANUFACTURED ITEM**  
**Approx O.D. Inches**: .654

**Net Weight 1000 Ft**: 320  
**Ship Weight**: 29542

**Reels:**  
42 @ 2000 32X24X14 NR  
(REEL WIDTH 28.5)

1 @ 1000 27X18X12 NR  
(REEL WIDTH 21.5)

**Specs: Spec 1537 March 31, 2005**  
**Availability: 12-14 weeks**

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Thank you for your consideration.

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**Total**

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BRANSCOMBE CABLE COMPANY IS A CERTIFIED DEB/WBE  

**Signature**

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Page 1
PLEASE FIND OUR QUOTE #04-438 THAT FollowS FOR THE 600VLT CABLE. QUOTE EXPIRES ON 6/03/2005.

IF YOU HAVE ANY QUESTIONS, PLEASE ADVISE.

DOLORES HERNANDEZ