Date: February 9, 2010
To: Rosemarie S. Andolino
Commissioner
Department: Aviation
Attn: Erin O’Donnell
Managing Deputy Commissioner
Email: AV04000@cityofchicago.org
From: Jamie L. Rhee
Chief Procurement Officer
Re: Repair of Midway International Airport Airfield Lighting Control System
Vendor: Cooper Crouse-Hinds LLC
Vendor Number: 53397024 - A
PO Number: 21776
RX Number: 48174
Amount: Not to exceed: $10,000.00

Pursuant to Section 2-92-644 of the Municipal Purchasing Act, I am authorizing an Emergency Contract for the “Repair of Midway International Airport Airfield Lighting Control System”. Based upon information received from members of your staff, I have determined that this procurement is necessary to meet a bona fide operating emergency.

You are hereby authorized to purchase through the Repair of Midway International Airport Airfield Lighting Control System Emergency Contract in an amount not to exceed $10,000.00 as requested in your letter dated February 2, 2010. Any amount in excess of $10,000.00 will require additional authorization and will be limited so as not to exceed the $250,000.00 limit established by statute.

JLR/mk
cc: FileSpecification Number: 82992
February 9, 2010

Mr. Kent Semelroth – General Manager
Cooper Crouse-Hinds LLC
Airport Lighting
1200 Kennedy Road
Windsor, CT 06095

Subject: Notification of Award of Emergency Contract
Contract No.: 21776
Specification No.: 82992
Requisition No.: 48174
Project Description: Repair of Midway International Airport Airfield Lighting Control System

Dear Mr. Semelroth:

The City of Chicago has awarded your firm an Emergency contract for the “Repair of Midway International Airport Airfield Lighting Control System” per your proposal dated January 5, 2010, for the Department of Aviation in the amount of $6,425.00.

Attached, please find the final City of Chicago Purchase Order print. Please refer to the Specification and Contract numbers listed above when inquiring about the contract. Please note that contracts are available for viewing and downloading on the City of Chicago’s website: www.cityofchicago.org.

If you have any questions concerning this matter, please contact Margaret Klein, at 312-744-9807 or margaret.klein@cityofchicago.org.

Sincerely,

[Signature]
Jamie L. Rhee
Chief Procurement Officer

JLR/mk

cc: FileSpecification Number: 82992
CITY OF CHICAGO
STANDARD PURCHASE ORDER

Furnish the supplies and/or services described below in conformance with conditions set forth herein and in your offer.

<table>
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<tr>
<th>DATE OF AWARD</th>
<th>DEPARTMENT NUMBER</th>
<th>PURCHASE ORDER</th>
<th>SPECIFICATION NUMBER</th>
<th>VENDOR NUMBER</th>
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DELIVER TO:
199
MIDWAY AIRPORT
5150 WEST 63RD STREET
AMC BUILDING DOOR #2

DELIVERY CHARGES to be PREPAID
TITLE TO PASS ON DELIVERY

ORDERED FROM:
COOPER CROUSE-HINDS LLC
1200 KENNEDY RD
WINDSOR, CT 06095

BUYER: 302 MARGARET KLEIN 312-744-9807

PO DESCRIPTION: REPAIR OF MIDWAY INTERNATIONAL AIRPORT AIRFIELD LIGHTING CONTROL SYSTEM (ALCS)

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EMERGENCY CONTRACT FOR REPAIR OF MIDWAY INTERNATIONAL AIRPORT AIRFIELD LIGHTING CONTROL SYSTEM (ALCS). VALUE NOT TO EXCEED 410,000.

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PO LINE and SHIPMENT LINE TOTAL: 10,000.00

PURCHASE ORDER TOTAL: 10,000.00

Payment on this order will be made upon receipt of an original vendor invoice form referencing this order.
Submit the original invoice to the department referenced above.
Mark all packages and papers with the purchase number.
Any deliveries containing overshipments will be reflected unless otherwise authorized in this purchase.
This purchase is subject to the City of Chicago General Conditions for Supplies. Work, or Professional Consulting Services; Special Conditions, Disclosure Ownership, Acceptance Page, as applicable, which are attached hereto or incorporated herein by reference.
MEMORANDUM

To: Jamie L. Rhee
Chief Procurement Officer

Attention: James McIsaac
Deputy Procurement Officer

From: Rosemarie S. Andolino
Commissioner

Subject: Request for Emergency Contract
Repair of Airfield Lighting Control System (ALCS) at
Midway International Airport ("Midway")
Vendor: Cooper Crouse Hinds
Estimated Cost: Not to exceed $10,000.00

The Chicago Department of Aviation (CDA) Midway International
Airport requests an emergency contract with Cooper Crouse Hinds
(Cooper) to provide labor, parts, repair, and calibration to the Airport
Lighting Control System (ALCS) at Midway. The ALCS operates the
runway and taxiway lighting systems on the airfield. Currently, the
system, which has not received preventive maintenance since last year,
is experiencing malfunctions that are increasing in frequency. If the
system experienced a complete failure during night or inclement
weather flight operations, it could have a serious impact on passenger
safety. Maintenance of this system operation falls under the FAA Part
139 regulations for airfield operations and safety. It is the responsibility
of the airport operator to fully maintain this system.

The original contract that provided semi annual maintenance was with
Transtech Airport Solutions who in October 2009 ceased operations
which caused this current gap in service. For the past several years
Transtech was the sole company authorized by Cooper to perform
maintenance on the Cooper ALCS. The intent of the emergency
contract is to have the system serviced while a new sole source
contract is put in place with Cooper. As Transtech has went out of
business, Cooper has taken the work back in house to be performed by
its own technicians. A sole source request was approved in June 2009
by the Sole Source Review Board, and the drafting and executing of a
five-year contract is currently in process.

Due to the fact that Cooper is a sole source supplier, multiple quotes
were not solicited for this emergency request.
Although the quote is for a lesser figure than what is requested herein, the actual cost of the repair cannot be determined until the work begins and a full inspection is performed by Cooper personnel.

Pursuant to the contractor’s proposal (attached), the cost of the work covered under this emergency request will be credited back to the City when the aforementioned sole source contract is awarded.

Although CDA has attempted to maintain the system in the interim period while a new agreement is awarded, CDA no longer feels it can adequately maintain the system and ensure its operation. Given the potential risk to the health and safety of the traveling public should this system fail, the CDA respectively requests an expeditious review and approval of this emergency request.

If you have any questions or need additional information, please contact

Thank you for your assistance.

Procurement type: Emergency
Funding Source: 2010-610-85-4305-0140-0140
Cost: Not to Exceed $10,000.00
User Contact: Matthew Marich 773-838-0627
User Deputy: Costas Simos 773-838-0625
User Managing Deputy: Erin O’Donnell 773-838-0608

Reviewed by: Angela Manning, Managing Deputy Commissioner

Attachments: Non-Competitive Procurement Package (Recommended by SSRB 2009)
Cooper Proposal
Customer Quotation

Quotation Number: 20509656  
Date: 01/05/2010

Customer Number: 12358

Prepared By: Tara Panasiewicz

Validity period: 01/05/2010 to 02/02/2010

Project Number: KATHY HINE

Project Name: MDW

Sales Representative: 900000012 / NERSR CHARLES BERTKE

Customer Service Contact: NECSR KATHY HINE

Please see the last page of the Customer Quotation for additional information.

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Product Subtotal: 6,425.00

State tax:  

Final amount in USD:  

Please see the next page for additional information pertaining to the Customer Quotation.
Customer Quotation

Quotation no./Date: 20509656 / 01/05/2010

Project No.: KATHY HINE
Project Name: MDW

MIDWAY AIRPORT

NOTE1: If the Maintenance Contract of at least one year in duration is executed with Midway Airport in the next year, full credit will be issued for this order.

NOTE2: COMMISSIONING IS OPTIONAL AND CAN BE ORDERED SEPARATELY IF NEEDED.

Page 2 of 2