Release Summary Sheet

Contract (PO) Number: T26463

Release Number: 40

Specification Number: B09684210

Name of Contractor: F.H. PASCHEN/S.N. NIELSEN, INC

City Department: DEPT OF GENERAL SERVICES

Title of Contract: T0968421001 REHABILITATION OF CITY FACILITIES

Dollar Amount of Release: $771.76

Release Description: GENERAL CONSTRUCTION - PUBLIC WORKS RELATED
JOB ORDER CONTRACTING (J.O.C.)
UNRESTRICTED-REHABILITATION

Procurement Services Contact Person: DALE HILLERMAN

Vendor Number: 1055528
Submission Date:
# CITY OF CHICAGO
## BLANKET RELEASE

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

<table>
<thead>
<tr>
<th>RELEASE DATE</th>
<th>PURCHASE ORDER</th>
<th>RELEASE NUMBER</th>
<th>SPECIFICATION NUMBER</th>
<th>VENDOR NUMBER</th>
<th>SITE NAME</th>
<th>DELIVERY DATE</th>
<th>PAGE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>07/07/2003</td>
<td>T26463</td>
<td>40</td>
<td>B09684210</td>
<td>1055528</td>
<td>A</td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>

**DELIVER TO:**
009-2005 CH 1000
121 N. LA SALLE ST.
ROOM 1000
Chicago, IL 60602

**ORDERED FROM:**
F.H. PASCHEN/S.N. NIELSEN, INC
O'HARE PLAZA
8725 W. HIGGINS RD STE 200
CHICAGO, IL 60631

**DELIVERY CHARGES to be PREPAID**
**TITLE TO PASS ON DELIVERY**

**CONTACT:**
Raffi Sarrafian 742-1974

**PO DESCRIPTION:**
T0968421001 REHABILITATION OF CITY FACILITIES

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**BLANKET RELEASE**

THIS SIGNED RELEASE IS YOUR AUTHORITY TO FURNISH THE SPECIFIED SUPPLIES AND/OR SERVICES IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE BLANKET AGREEMENT NUMBER: T26463.

**THIS PURCHASE IS FOR DEPARTMENT:**
38 - DEPT OF GENERAL SERVICES

**SUBMIT THE ORIGINAL INVOICE TO:**

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**PO Line | Ship Line | COMMODITY INFORMATION | QUANTITY | UOM | UNIT COST | TOTAL COST**
---|---|---|---|---|---|---|
1 | 1 | 96842 | 771.76 | USD | 1.90 | 771.76 |

**DIST BFY FUND COST CTR APPR ACCT ACTV PROJECT RPT CAT GENRL FUTR**
---|---|---|---|---|---|---|---|---|---|---|---|
1 | 003 | 0100 | 0002005 | 0140 | 220140 | 0000 | 00000000 | 000000 | 0000 | 0000 | 771.76 |

**SHIPPMENT TOTAL:**
771.76

**RELEASE TOTAL:**
771.76

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**APPROVAL:**

**SIGNATURE:**

**DATE:** 7/16/03

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Payment on this order will be made upon receipt of an original vendor invoice form referencing this order.

Submit the original invoices 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.
To: Department of: General Services

Sub-Order Total: $771.76

Date: 06/03/2003

DISCLOSURE OF RETAINED PARTIES

A. Definitions and Disclosure Requirements.
1. As used herein, the term "Contractor" means a person or entity who has any contract or lease with the City of Chicago.
2. Pursuant to Executive Order 97-1, every city contract and lease must be accompanied by a disclosure statement providing certain information and attorneys, lobbyists, accountants, consultants, subcontractors, and other persons whom the Contractor has retained or expects to retain with respect to the contract or lease. In particular, the Contractor must disclose the name of each such person, his or her business address, the nature of the relationship, and the amount of fees paid or estimated to be paid.
3. The Contractor is not required to disclose employees who are paid solely through the Contractor's regular payroll.
4. "Lobbyist" means any person (a) who for compensation or on behalf of any person other than himself undertakes to influence any legislative or administrative action, or (b) any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action.

B. Certification
Contractor hereby certifies as follows:

1. This Disclosure relates to the following transaction:
   Project name: JUP669.B
   City Hall - Rm 1003A Carpet Replacement Extras
   Specification, loan or other Identifying number: B09684210A

2. Name of Contractor: F.H. Paschen/SN Nielsen

3. EACH AND EVERY attorney, lobbyist, accountant, consultant, subcontractor, or other person retained or anticipated to be retained by the Contractor with respect to or in connection with the contract or lease is listed below (attach additional pages if necessary):

<table>
<thead>
<tr>
<th>NAME</th>
<th>BUSINESS ADDRESS</th>
<th>MBE WBE or Non</th>
<th>RELATIONSHIP (attorney, lobbyist, subcontractor,etc.)</th>
<th>FEE (indicate whether paid or estimated)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paniagua Group, Inc.</td>
<td>12 Piper Lane Hawthorne Woods, IL 60047</td>
<td>MBE Subcontractor</td>
<td>$650.00</td>
<td></td>
</tr>
</tbody>
</table>

CHECK HERE IF NO SUCH PERSONS HAVE BEEN RETAINED OR ARE ANTICIPATED TO BE RETAINED
4. The Contractor understands and agrees that the City may rely on the information provided herein and that providing any false, incomplete or inaccurate information shall constitute default under the contract and may result in termination of the contract or lease.

5. The Contractor understands and agrees that in any case in which the Contractor is uncertain whether a disclosure is required under the Executive Order, the Contractor must either ask the City whether disclosure is required or make the disclosure.

Under penalties of perjury, I certify that I am authorized to execute this Disclosure on behalf of the Contractor that the information disclosed herein is true and complete, and that no relevant information has been withheld.

[Signature]

[Name (type or print)]

[Subscribed and sworn to before me this day of ___, 20__]

[Notary Public Signature]

[Date: 4/3/03]

[Title: PROJECT MANAGER]
June 06, 2003

Mr. David E. Malone  
Chief Procurement Officer  
Department of Procurement Services  
City Hall, Room 403  
121 North LaSalle Street  
Chicago, Illinois 60602

Attention: Dale Hillerman  
City JOC Manager

RE: JOC Project Number: JUP669.B  
Project Title: City Hall Room 1003 Carpet Extras  
Address: 121 N. LaSalle Street

Estimated Cost: $1,000.00  
Specification #: B09684210A  
Funding Source: 03-100-08-2005-0140

Dear Mr. Malone:

We request that the above referenced project be contracted under the Job Order Contracting (JOC) Method. Attachment A describes the scope of work and the appropriateness for using JOC for this project.

Please direct all technical inquiries to Project Manager Ivan Hansen at 742-1336 and all other inquiries to Raffi Sarrafian at 742-1974.

If you concur with our recommendation, please sign below and return a copy for our files.

Sincerely,

[Signature]

Michael C. McCue  
Commissioner  
Department of General Services

APPROVED:

David E. Malone  
Chief Procurement Officer

attachment

Approved: James Chronis  
Nicholas Ahrens  
Tyrone Evans  
Jerry McGleenan
THE DEPARTMENT OF GENERAL SERVICES
JOA APPROVAL LETTER

UTILIZING JOC FOR CITY CONSTRUCTION PROJECTS

For all proposed JOC projects, please complete items 1 and 2 below. As appropriate, complete items 3, 4 and 5. Attach to MOA (JOC Approval Letter)

**JOC #:** JUP669.B  
**Project #:** D-3-004  
**Project Name:** City Hall - Rm 1003 Carpet Extras  
**Project Location:** City Hall 121 N. LaSalle St.

1. Please describe the major features of this project:

   To repair sub-floor, unable to install carpet due to excessive cracks and holes.

2. Please explain why this project could not be bid using the City’s traditional bid process and the need to use JOC procurement system:

   This is a carpet installation for a conference room, and due to the excessive wear, bubbling of existing carpet, and the trip hazard, time constraints impede the traditional bid process.

3. If this project is a one trade project, please provide additional explanation of why it would be in the City’s best interest to do the project under JOC.

   The City does not have carpet installers.

4. If it is anticipated that over 25% of the project will consist of Non-Prepriced Items, provide an explanation on why JOC should be used instead of a city-wide term agreement:

   We do not anticipate over 25% NPP items.

5. If some elements of the proposed JOC project scope of work are covered by City Term Agreements, list the elements that should be removed from the JOC project. Attach additional pages if needed.

   No term agreement in place at this time.