



City of Chicago
Richard M. Daley, Mayor

Department of
Procurement Services

Mary A. Dempsey
Interim Chief Procurement Officer

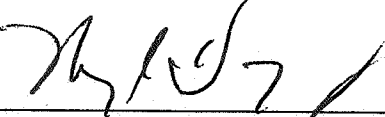
City Hall, Room 403
121 North LaSalle Street
Chicago, Illinois 60602
(312) 744-4900
(312) 744-2949 (TTY)
<http://www.cityofchicago.org>

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 Illinois Brick. 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 Cement in the amount of \$25,822.50 as requested in your letter of June 8, 2005. Any amount in excess of the \$25,822.50 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





City of Chicago
Richard M. Daley, Mayor

Department of Water

Richard A. Rice
Commissioner

Bureau of Water Engineering
and
Ground Water Purification Plant

300 East Ohio Street
Chicago, Illinois 60611

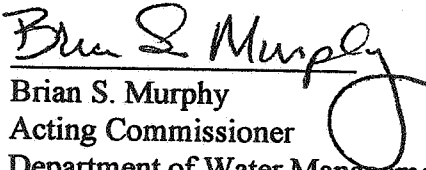
(773) 744-5070
(773) 744-5301 (FAX)

<http://www.cityofchicago.org/water>

MEMORANDUM

Date: 6/8/05

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

From: 
Brian S. Murphy
Acting Commissioner
Department of Water Management

Subject: Request for Emergency Authorization (Rx 20996)

The Department of Water Management requires cement. These goods are necessary for our district crews to lay brick, rebuild catch basins and main sewers. Accordingly, the Department of Water Management is requesting emergency authorization for this purchase in the amount of \$25,822.50.

Attached please find two quotations. We are recommending Illinois Brick as they are the lowest bidder.

I certify that this emergency poses a clear and imminent danger, requiring immediate procurement 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 Molly Longanecker at 747- 1684.

BM: JHT: df

CPAC PROJECT CHECKLIST

For CPAC Team Use Only	
Date Received	_____
Date Returned	_____
Date Accepted	_____

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: 5/17/2005
 ID No. (Spec, RX, Project): 20996
 Department: Water Management
 Bureau: Water Operations
 Contract No. (if known): _____
 Project Title/Description: Emergency Request For MASONRY, Cement, Portland Cement and Limestone Cement. The cement is used for new construction
 Contact Person: Gilbert Awa
 Tel: 7-1681 Fax: 7-7028 E-mail: gawa@cpac.org
 Project Manager: Brian McMahon
 Tel: 747-7026 Fax: 747-7090 E-mail: _____
 Estimated Value \$ _____

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
 Emergency Request
- FORMS
- | | | |
|---|--|--|
| <input type="checkbox"/> F-25 (add line item) | <input type="checkbox"/> F-10 (special approvals) | <input type="checkbox"/> SSRB** (sole source approval) |
| <input type="checkbox"/> F-26 (new term agreement) | <input type="checkbox"/> RX (one-shot requisition) | <input type="checkbox"/> OBM Authorization |
| <input type="checkbox"/> F-27 (time extension) | <input type="checkbox"/> APRF (all purpose request form) | |
| <input type="checkbox"/> F-29 (change vendor limit) | | |

* Additional F-forms may be required-refer to attached list ** 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 _____

LINE	FY	FUND	DEPT	ORGN	APPR	ACTV	OBJT	PROJECT	RPTG	DOLLAR AMOUNT
01/07	05	314	88	2625	0340					25822.50

Total: \$ 25822.50

* Attach copy of any applicable grant agreement terms and conditions

TIME FRAME

Date Needed: ASAP
 Requested Contract Term (y/m/d): EMERGENCY REQUEST FOR MASONRY, cement, portland cement, AND limestone cement.

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



ILLINOIS BRICK COMPANY

a PRAIRIE company

March 1, 2005

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

Re: Packaged Cements/Emergency Request Contract

Dear Mrs. Brooms

Illinois Brick is pleased to fulfill the city of Chicago's packaged cement requirements on an emergency request contract. Pricing will be as follows:

<u>Our Part Number</u>	<u>Packaged Cements</u>	<u>U/M</u>	<u>Pricing</u>
145001985	Essroc Portland I 94#	Bag	\$6.65
14500157	Mason Brixment Type 'N'	Bag	\$5.40
145006693	Essroc Type 3 Portland	Bag	\$7.50
145001564	Lumnite Cement	Bag	\$26.00

I'm requesting full truckload deliveries for Mason Type 'N' @ 750 bags per load, Portland Cements @ 560 bags per load. Lumnite can be delivered in increments of 40 bags with a minimum delivery of 80 bags.

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

Thank You,


Jerry Vinci
Vice-President

PALOS HILLS
MAIN OFFICE/SHOWROOM
8995 W. 95TH STREET
PALOS HILLS, IL 60465
(708) 344-1000
FAX: (708) 458-3267

AURORA
622 RT. 34
AURORA, IL 60504
(830) 718-4580
FAX: (830) 375-1452

BRIDGEVIEW
MATERIAL YARD
7542 W. 73RD ST.
BRIDGEVIEW, IL 60455
(708) 563-5977
FAX: (708) 458-4751

CHICAGO
MATERIAL YARD
3300 S. CALIFORNIA AVE.
CHICAGO, IL 60608
(773) 254-7231
FAX: (773) 927-0257

DE KALB
1302 E. LINCOLN HWY.
DE KALB, IL 60115
(815) 756-4839
FAX: (815) 756-2056

DES PLAINES
821 SEEGERS ROAD
DES PLAINES, IL 60018
(847) 635-6000
FAX: (847) 803-2068

HAZELCREST
1220 W. 171ST ST.
HAZELCREST, IL 60429
(708) 335-1616
FAX: (708) 335-2628

KANKAKEE
810 W. RIVER PL.
KANKAKEE, IL 60901
(815) 933-3393
FAX: (815) 933-3530

NEW LENOX
1300 W. LINCOLN HWY.
NEW LENOX, IL 60451
(815) 485-2533
FAX: (815) 485-3914

SCHAUMBURG
409 WISE RD.
SCHAUMBURG, IL 60183
(847) 524-0850
FAX: (847) 524-9812

WOODSTOCK
1126 LAKE AVE.
WOODSTOCK, IL 60098
(815) 338-5311
FAX: (815) 338-8575

PH 312/747-16815-26-05
FX 312/747-7078

TO: GIGI BROOMS - DEPT OF WATER
FROM: JOHANNA METZ

RE: QUOTE ON BAGGED

MATERIAL DELIVERED
FULL LOADS
TO CITY OF CHICAGO WATER
MANAGEMENT YARDS

94LB BAGS PORTLAND

40 BAGS PER PALLET

\$ 6.95 per bag

770 bags ordered

MASONRY CEMENT 70LB BAGS

50 BAGS PER PALLET

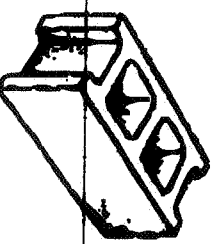
\$ 5.75 per bag

3280 bags ordered

Johanna Metz
Johanna Metz

JOSEPH METZ & SON, INC.

CONCRETE PRODUCTS 8136 OGDEN AVENUE
LYONS, ILLINOIS 60559



Phone: (708) 447-8862

**CITY OF CHICAGO
 PURCHASE REQUISITION**

Copy (Department)

DELIVER TO: C07 95TH AND GENOA STREET CHICAGO, ILLINOIS 60643 Chicago, IL	REQUISITION: 20996 PAGE: 1 DEPARTMENT: 88 - DEPARTMENT OF WATER MANAGEMEN PREPARER: Gigi Coleman Brooms NEEDED: APPROVED: 5/17/2005
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REQUISITION DESCRIPTION

REQUESTING A EMERGENCY REQUEST FOR CEMENT MASONRY WITH ILLINOIS BRICK CO . THE CEMENT IS USED FOR CONSTRUCTION SITES. THE LOCATIONS THAT NEED THE CEMENT IS 1040 WEST 95TH STREET, 3901 SOUTH ASHLAND, AND 4900 WEST SUNNYSIDE. SPEC# 36378
 SPECIFICATION NUMBER: 36378

COMMODITY INFORMATION

LINE	ITEM	QUANTITY	UOM	UNIT COST	TOTAL COST							
1	1501224067 CEMENT, MASONRY - 70 LB/BAG	1,800.00	Bag	5.40	9,720.00							
SUGGESTED VENDOR:		REQUESTED BY: Gigi Coleman Brooms										
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.	
1	005	0314	0882025	0340	220340	0000	00000000	000000	00000	0000	9,720.00	
LINE TOTAL:											9,720.00	
REQUISITION TOTAL:											9,720.00	

**CITY OF CHICAGO
 PURCHASE REQUISITION**

Copy (Department)

DELIVER TO: C04 3901 S ASHLAND CHICAGO, ILLINOIS 60609 Chicago, IL	REQUISITION: 20996 PAGE: 1 DEPARTMENT: 88 - DEPARTMENT OF WATER MANAGEMEN PREPARER: Gigi Coleman Brooms NEEDED: APPROVED: 5/17/2005
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REQUISITION DESCRIPTION

REQUESTING A EMERGENCY REQUEST FOR CEMENT MASONRY WITH ILLINOIS BRICK CO . THE CEMENT IS USED FOR CONSTRUCTION SITES. THE LOCATIONS THAT NEED THE CEMENT IS 1040 WEST 95TH STREET, 3901 SOUTH ASHLAND, AND 4900 WEST SUNNYSIDE. SPEC# 36378
 SPECIFICATION NUMBER: 36378

COMMODITY INFORMATION

LINE	ITEM	QUANTITY	UOM	UNIT COST	TOTAL COST							
2	1501224067 CEMENT, MASONRY - 70 LB/BAG	1,000.00	Bag	5.40	5,400.00							
SUGGESTED VENDOR:					REQUESTED BY: Gigi Coleman Brooms							
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.	
1	005	0314	0882025	0340	220340	0000	00000000	000000	00000	0000	5,400.00	
LINE TOTAL:											5,400.00	
3	1501221116 CEMENT, HIGH-ALUMINA W/HIGH ALUMINUM OXIDE CONTENT - 94 LB/BAG	75.00	Bag	26.00	1,950.00							
SUGGESTED VENDOR:					REQUESTED BY: Gigi Coleman Brooms							
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.	
1	005	0314	0882025	0340	220340	0000	00000000	000000	00000	0000	1,950.00	
LINE TOTAL:											1,950.00	
4	1501227166 CEMENT, PORTLAND (FOR USE IN ORDINARY CONSTRUCTION) - 94 LB/BAG	500.00	Bag	6.65	3,325.00							
SUGGESTED VENDOR:					REQUESTED BY: Gigi Coleman Brooms							
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.	
1	005	0314	0882025	0340	220340	0000	00000000	000000	00000	0000	3,325.00	
LINE TOTAL:											3,325.00	
REQUISITION TOTAL:											10,675.00	

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**

Copy (Department)

DELIVER TO: C08 SUNNYSIDE AND LAMON CHICAGO, ILLINOIS 60630 Chicago, IL	REQUISITION: 20996 PAGE: 1 DEPARTMENT: 88 - DEPARTMENT OF WATER MANAGEMEME PREPARER: Gigi Coleman Brooms NEEDED: APPROVED: 5/17/2005
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REQUISITION DESCRIPTION

REQUESTING A EMERGENCY REQUEST FOR CEMENT MASONRY WITH ILLINOIS BRICK CO . THE CEMENT IS USED FOR CONSTRUCTION SITES. THE LOCATIONS THAT NEED THE CEMENT IS 1040 WEST 95TH STREET, 3901 SOUTH ASHLAND, AND 4900 WEST SUNNYSIDE. SPEC# 36378
 SPECIFICATION NUMBER: 36378

COMMODITY INFORMATION

LINE	ITEM	QUANTITY	UOM	UNIT COST	TOTAL COST								
5	1501224067 CEMENT, MASONRY - 70 LB/BAG	480.00	Bag	5.40	2,592.00								
SUGGESTED VENDOR:						REQUESTED BY: Gigi Coleman Brooms							
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.		
1	005	0314	0882025	0340	220340	0000	00000000	000000	00000	0000	2,592.00		
LINE TOTAL:											2,592.00		
6	1501227166 CEMENT, PORTLAND (FOR USE IN ORDINARY CONSTRUCTION) - 94 LB/BAG	270.00	Bag	6.65	1,795.50								
SUGGESTED VENDOR:						REQUESTED BY: Gigi Coleman Brooms							
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.		
1	005	0314	0882025	0340	220340	0000	00000000	000000	00000	0000	1,795.50		
LINE TOTAL:											1,795.50		
7	1501221116 CEMENT, HIGH-ALUMINA W/HIGH ALUMINUM OXIDE CONTENT - 94 LB/BAG	40.00	Bag	26.00	1,040.00								
SUGGESTED VENDOR:						REQUESTED BY: Gigi Coleman Brooms							
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.		
1	005	0314	0882025	0340	220340	0000	00000000	000000	00000	0000	1,040.00		
LINE TOTAL:											1,040.00		
REQUISITION TOTAL:											5,427.50		

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.