

## Release Summary Sheet

**Contract (PO) Number:** 15038

**Release Number:** 12

**Specification Number:** 51701

**Name of Contractor:** LEOPARDO COMPANIES, INC

**City Department:** DEPT OF GENERAL SERVICES

**Title of Contract:** DEPT. OF GENERAL SERVICES-JOB ORDER CONTRACT  
REHABILITATION OF CITY FACILITIES

**Dollar Amount of Release:** \$18,312.36

**Release Description:** GENERAL CONSTRUCTION-PUBLIC WORKS RELATED

**Procurement Services Contact Person:** LYLIANIS RODRIGUEZ

**Vendor Number:** 1064375

**Submission Date:**

**CITY OF CHICAGO  
BLANKET RELEASE**

Original (Department)

SUBJECT TO SUBCONTRACTOR CERTIFICATION **08 FEB 27 AM 11:11**

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

RELEASE DATE	PURCHASE ORDER	RELEASE NUMBER	SPECIFICATION NUMBER	VENDOR NUMBER	SITE NAME	DELIVERY DATE	PAGE NUMBER
2/25/2008	15038	12	51701	1064375	A		1

DELIVER TO: 38-038

ORDERED FROM:

038-0030  
30 N. LA SALLE ST.  
ROOM 3700  
  
Chicago, IL 60602-2500

LEOPARDO COMPANIES, INC  
5200 PRAIRIE STONE PARKWAY  
(EFT)  
  
HOFFMAN ESTATES, IL 60192

DELIVERY CHARGES to be PREPAID  
TITLE TO PASS ON DELIVERY

CONTACT: 742-3987

PO DESCRIPTION: DEPT. OF GENERAL SERVICES-JOB ORDER CONTRACT REHABILITATION OF CITY FACILITIES

BLANKET RELEASE

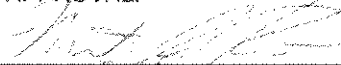
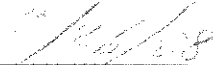


THIS SIGNED RELEASE IS YOUR AUTHORITY TO FURNISH THE SPECIFIED SUPPLIES AND /OR SERVICES IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE BLANKET AGREEMENT NUMBER: 15038


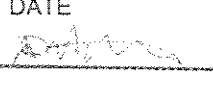



THIS PURCHASE IS FOR DEPARTMENT: 38 - DEPT OF GENERAL SERVICES

SUBMIT THE ORIGINAL INVOICE TO:

PO Line	Ship Line	COMMODITY INFORMATION	QUANTITY	UOM	UNIT COST	TOTAL COST																							
1	1	96842 GENERAL CONSTRUCTION-PUBLIC WORKS RELATED LEO-07-002.B; GBMS WORK CITYWIDE; P-7-065; BEACH; NO CIP	18,312.36	USD	1.00	18,312.36																							
<table border="1"> <thead> <tr> <th>Dist</th> <th>BFY</th> <th>FUND</th> <th>COST CTR</th> <th>APPR</th> <th>ACCNT</th> <th>ACTV</th> <th>PROJECT</th> <th>RPT CAT</th> <th>GENRL</th> <th>FUTR</th> <th></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>003</td> <td>0433</td> <td>0382005</td> <td>3016</td> <td>220540</td> <td>0000</td> <td>43338111</td> <td>000000</td> <td>00000</td> <td>0000</td> <td>18,312.36</td> </tr> </tbody> </table>						Dist	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR		1	003	0433	0382005	3016	220540	0000	43338111	000000	00000	0000	18,312.36
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1	003	0433	0382005	3016	220540	0000	43338111	000000	00000	0000	18,312.36																		
<b>SHIPMENT TOTAL:</b>						<b>18,312.36</b>																							
<b>RELEASE TOTAL:</b>						<b>18,312.36</b>																							

APPROVAL:

SIGNATURE:  DATE:  SIGNATURE:  DATE: 

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.



City of Chicago  
 Department of General Services  
 30 North LaSalle Street  
 Chicago, IL 60602

To: Department of General Services

Date: October 16, 2007

**Sub-Order Total: 18,312.36**

**Disclosure of Retained Parties**

**A. Definitions and Disclosure Requirements**

- As used herein, the term "Contractor" means a person or entity who has any contract lease with the City of Chicago.
- Pursant 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 contactor 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.
- The Contractor is not required to disclose employees who are paid solely through the Contractor's regular payroll.
- "Lobbyist" means any person (a) who for compensation or on behalf of any person other than himself undertakes to influence any legislative or administration action, or (b) any part or whose duties as an employee of another includes undertaking to influence any legislative or administrative action.

**B. Certification**

Contractor hereby certifies as follows:

- This Disclosure relates to the following transaction:

Project name: LEO-07-002.B GBMS HVAC Controls Change Order

Specification, loan or other identifying number: 9999

- Name of Contractor: Leopardo Companies, Inc.

- 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):

Name	BUSINESS ADDRESS	MBE WBE or Non	RelationShip (attorney, lobbyist, subcontractor, etc.)	FEE (indicate whether paid or estimated) \$
Environmental Systems of Chicago	222 North Canal Chicago, IL, 60606	Non	Subcontractor	\$15,020.00 Est.
Leopardo Companies, Inc.	333 West Wacker Drive Suite 250	Non	Subcontractor	\$3,292.36 Est.

CHECK HERE IF NO SUCH PERSONS HAVE BEEN RETAINED OR ARE ANTICIPATED TO BE RETAINED \_\_\_\_\_

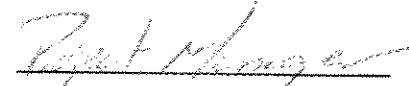
- The Contractor Understands and agrees that the city may rely on the information provided herein and that providing any false incomplete or inaccuracy information shall constitute default under the contract and may result in termination of the contract or lease
- The Contractor understands and agrees 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 the 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

10/16/2007  
 \_\_\_\_\_  
 Date

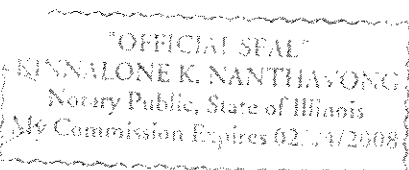
Michael Carlson  
 \_\_\_\_\_  
 Name (Type or Print)

  
 \_\_\_\_\_  
 Title

Subscribed and sworn to before me

this 16<sup>th</sup> day of October 2007

\_\_\_\_\_  
 Notary Public Signature





City of Chicago  
Richard M. Daley, Mayor

Department of General Services

Michi E. Peña  
Commissioner

Suite 3700  
30 North LaSalle Street  
Chicago, Illinois 60602-2586  
(312) 742-3124  
(312) 744-9883 (FAX)  
<http://www.cityofchicago.org>

07 NOV -6 AM 10:28

November 02 2007

Douglas W. Yerkes, P.E.  
Acting Chief Procurement Officer  
Department of Procurement Services  
City Hall, Room 403  
121 North LaSalle Street  
Chicago, IL 60602

**Attn:** Catherine Mellon  
JOC Manager

**Re:** JOC Project Number: LEO-07-002.B /  
Project Title: Global Building Monitoring System -  
Additional Locations  
Address: Various Locations City Wide  
Estimated Cost: 349,000.00  
Specification Number: 51701  
Funding Source: 03-433-38-2005--3016-0540-43338-111

*Handwritten signature/initials*

Dear Mr. Yerkes:

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 Matthew Beach at (312) 742-3989 and all other inquiries to Staci-Rae Bixler at 744-1636.

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

Sincerely,

*Handwritten signature of Michi E. Peña*

Michi E. Peña  
Commissioner

APPROVED:

*Handwritten signature of Douglas W. Yerkes, P.E. dated 11/6/07*  
\_\_\_\_\_  
Douglas W. Yerkes, P.E.  
Acting Chief Procurement Officer

Approved:

Nicholas Ahrens *Signature*  
Mary Capecci *Signature*  
Arthur Andros *Signature*





**DEPARTMENT OF GENERAL SERVICES**  
 Bureau of Architecture, Engineering & Construction Management  
**JOB ORDER CONTRACT (JOC)**  
**PRE-CONSTRUCTION FUNDING APPROVAL**

User Dept: DGS Date: November 01, 2007

Originator: Matthew Beach Phone: (312) 742-3989

Project Number: LEO-07-002.B /

Project Name: Global Building Monitoring System - Additional Locations

Project Scope: Upgrading and/or correcting non-commissioned, improperly installed, or poorly applied building automation controls in multiple buildings.

Location/Address: Various Locations City Wide

Justification: Multi-trade - electricians, sheetmetal workers, pipefitters, laborers, and engineers

Est. Project Budget: \$362,294.00 349,000.00

CIP #: \_\_\_\_\_

Funding Strips: 03-433-38-2005--3016-0540-43338-111

Funding Verified By: *[Signature]* Date: 11/2/07

Can this request be completed by one of the following:

1	In-House Trades	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
2	Term Contract	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
3	Competitive Bid	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>

If No, for any of the above please explain:

**APPROVED:**

*Nicholas J. Ahrens, Jr.*  
 Nicholas J. Ahrens, Jr., Deputy Commissioner

11-05-07  
 Date

*Michi E. Peña*  
 Michi E. Peña, Commissioner

11/5/07  
 Date



The Department of General Services  
Attachment A

Utilizing JOC For City Construction Projects

Various Locations City Wide

Various Locations City Wide

Project No: LEO-07-002.B

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)

1. Please describe the major features of this project.

Applying proper control technology standards to improve building operations

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.

The ".A" GBMS Job Order was meant to be a project MOA as the \$600,000 of GBMS work is to be spread over a number of Job Orders, ".A" to ".F". Since we did not specifically state the \$600,000 would be spread across a number of Job Orders, we are submitting a ".B" MOA for the rest of the GBMS Job Orders.

If the GBMS Contract is awarded prior to our using the entire \$600,000, we will immediately begin using the GBMS Contract in lieu of Job Order Contracting.

The value of the ".B" MOA is calculated by subtracting the ".A" Sub Order Amount of \$237,076 from the originally approved amount of \$600,000.

$$\$600,000 - \$237,076 = \$362,924.$$

The sum of all the GBMS Job Orders will not exceed the originally approved \$600,000. If the sum of all the Job Orders exceeds the originally approved amount of \$600,000 by 5%, an additional MOA will be submitted for the remaining work. Chances are, we will not use the entire \$600,000 under JOC as the GBMS Contract will be awarded.

Please know that once the GBMS Contract is awarded, this work will no longer be procured through JOC. DGS will utilize the GBMS Contract as soon as it is awarded. Until that time, we request that we be able to utilize the JOC procurement system for the GBMS program.

If there is any question as to why we are using the JOC procurement system to complete our GBMS work, please refer the the Attachment A for the initial Job Order. For your convenience, I have attached the Attachment A to this MOA.

3. If the project is a one trade project, please provide an explanation of why it would not be in the city's best interest to do the project using DGS trades or existing term agreements.

Multi-trade - electricians, sheetmetal workers, pipefitters, laborers, and engineers

4. If it is anticipated that over 25% of the project will consist of Non Pre-Priced items, please provide an explanation on why JOC should be used.

It is anticipated that the amount of Non Pre-Priced work tasks will be less than 25%.

5. **If some elements of the proposed JOC Project scope of work are covered by city term agreements, these elements should be removed from the JOC Project.**

The Scope of Work for this project is not covered by a City Term Agreement.

"A" Attachment A



The Department of General Services

Attachment A

Utilizing JOC For City Construction Projects

Various Locations City Wide

Various Locations City Wide

Project No: LEO-07-002.A

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)

1. Please describe the major features of this project.

Applying proper control technology standards to improve building operations

Based upon building assessment performed by GBMS assessment team, DGS has identified facilities that lack proper controls within a building automation context.

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.

GBMS is a comprehensive program to update the controls in identified facilities across the city. The GBMS contract is not yet awarded and will not be awarded until October 2007. Once awarded, GBMS will be able to complete the control work and we will not be requesting to use JOC for this work.

We are requesting to use JOC in summer 2007 for budgetary purposes. In 2005, the Office of Budget & Management (OBM) allocated funds to complete a portion of the work under the GBMS program. Since that time, the City has been trying to award the GBMS contract, but has encountered several roadblocks along the way, which resulted in the GBMS contract being delayed.

We have been notified by OBM that the 2005 money will be rescinded if the funds are not encumbered. It is our hope to utilize the JOC Contract right now, so we will not lose the 2005 money. Losing the 2005 money will significantly effect the GBMS program as the money allocated in the 2008 Budget will not cover the costs to upgrade all existing controls in the GBMS assessment.

The scope of work requires an electrical contractor to run power and data cables and to mount new control panels in anticipation of the Global Building Monitoring System (GBMS) project

If we are to wait until the GBMS contract is awarded to complete the work, the 2005 money will be gone and we will only have the 2008 money for repairs, which will not be enough to cover the necessary work. Therefore, we are requesting that we utilize the JOC procurement system to use the \$600,000 left in the 2005 budget and then use the GBMS contract when the 2008 budget is finalized. By doing this, we will not only be able to start upgrading the controls immediately, but we will also be able to upgrade more facilities as we will be able to utilize the money allocated to us in both the 2005 and 2008 budget.

3. If the project is a one trade project, please provide an explanation of why it would not be in the city's best interest to do the project using DGS trades or existing term agreements.

Multi-trade - electricians, sheetmetal workers, pipefitters, laborers, and engineers

4. If it is anticipated that over 25% of the project will consist of Non Pre-Priced items, please provide an explanation on why JOC should be used.

All items contained in the CTC