



City of Chicago  
Richard M. Daley, Mayor

Department of  
Procurement Services

Mary A. Dempsey  
Interim Chief Procurement Officer

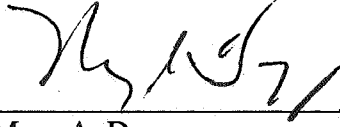
City Hall, Room 403  
121 North LaSalle Street  
Chicago, Illinois 60602  
(312) 744-4900  
(312) 744-2949 (TTY)  
<http://www.cityofchicago.org>

**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 Clow Water System. 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 Ductile Iron Pipe in the amount of \$26,220.36 as requested in your letter of June 7, 2005. Any amount in excess of the \$26,220.36 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  
Jardine Water Purification Plant  
1000 East Ohio Street  
Chicago, Illinois 60611

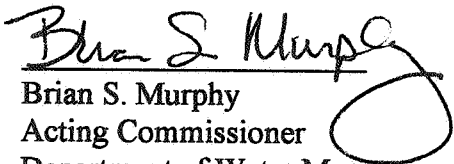
(312) 744-5070  
(312) 744-5301 (FAX)

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

## MEMORANDUM

**Date:** 6/7/05

**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 21400 )

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The Department of Water Management requires ductile iron pipe. These goods are necessary for our new construction crews. Accordingly, the Department of Water Management is requesting emergency authorization for this purchase in the amount of \$26, 220.36.

Attached please find three price quotations . We are recommending Clow Water System 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

**CITY OF CHICAGO  
 PURCHASE REQUISITION**

**Copy (Department)**

<b>DELIVER TO:</b>  C09 VARIOUS NEW CONSTRUCTION SITES CHICAGO, ILLINOIS Chicago, IL	<b>REQUISITION:</b> 21400  <b>PAGE:</b> 1 <b>DEPARTMENT:</b> 88 - DEPARTMENT OF WATER MANAGEMEN <b>PREPARER:</b> Gigi Coleman Brooms <b>NEEDED:</b> <b>APPROVED:</b> 6/7/2005
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**REQUISITION DESCRIPTION**

REQUESTING AN EMERGENCY REQUEST FOR DUCTILE IRON PIPE. SPECIFICATION # 36931  
 SPECIFICATION NUMBER: 36931

**COMMODITY INFORMATION**

LINE	ITEM	QUANTITY	UOM	UNIT COST	TOTAL COST						
1	6702711245 PIPE, WATER - PUSH-ON JOINT, 16 INCH - CLASS 54	306.00	Foot	33.06	10,116.36						
<b>SUGGESTED VENDOR:</b>						<b>REQUESTED BY:</b> Gigi Coleman Brooms					
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.
1	001	0366	0892005	0551	220551	0000	26998000	000000	00000	0000	10,116.36
<b>LINE TOTAL:</b>											<b>10,116.36</b>
LINE	ITEM	QUANTITY	UOM	UNIT COST	TOTAL COST						
2	6702711260 PIPE, WATER - PUSH-ON JOINT, 24 INCH - CLASS 54	300.00	Foot	53.68	16,104.00						
<b>SUGGESTED VENDOR:</b>						<b>REQUESTED BY:</b> Gigi Coleman Brooms					
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	Dist. Amt.
1	004	0380	0882005	0551	220551	0000	55900000	000000	00000	0000	16,104.00
<b>LINE TOTAL:</b>											<b>16,104.00</b>
<b>REQUISITION TOTAL:</b>											<b>26,220.36</b>

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)**

<b>DELIVER TO:</b>  C09 VARIOUS NEW CONSTRUCTION SITES CHICAGO, ILLINOIS Chicago, IL	<b>REQUISITION:</b> 21400  <b>PAGE:</b> 1 <b>DEPARTMENT:</b> 88 - DEPARTMENT OF WATER MANAGEMEN <b>PREPARER:</b> Gigi Coleman Brooms <b>NEEDED:</b> <b>APPROVED:</b> 6/7/2005
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<b>LINE TOTAL:</b>											<b>16,104.00</b>

**REQUISITION TOTAL: 26,220.36**

# 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: 6/7/2005  
 ID No. (Spec, RX, Project): 21400  
 Department: Water Management  
 Bureau: Construction  
 Contract No. (if known): \_\_\_\_\_  
 Project Title/Description: Emergency Request for double main pipe

Contact Person: Gigi Brown  
 Tel: 7-1681 Fax: 7-7075 E-mail: gibrown@cityofchicago.org  
 Project Manager: Darius Pawazek  
 Tel: 7-3404 Fax: 7-5573 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**  
 F-25\* (add line item)     F-10\* (special approvals)     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)

\* 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	01	366	89	2005	0551			2699600		10116.86
02	04	380	88	2005	0551			559200000		16104.00

Total: \$ 26220.86

\* Attach copy of any applicable grant agreement terms and conditions

**TIME FRAME**

Date Needed: ASAP

Requested Contract Term (y/m/d): Emergency Request for Double Main Pipe

**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



CLOW WATER SYSTEMS CORPORATION

799 Roosevelt Rd.  
Building 6, Suite 015  
Glen Ellyn, Illinois 60137  
630 545-9900  
FAX 630 545-9905

To: GiGi Brooms - City of Chicago

From: Dan Flaig - Clow Water Systems

Re: Request for Quote  
16" CL 54 Tyton Joint (Chicago Specs.)  
24" CL 54 Tyton Joint (Chicago Specs.)  
EMERGENCY PURCHASE - 2005

300 Ft.	16" CL 54 Tyton Joint Chicago pipe	<u>\$ 33.06 Ft.</u>
300 Ft.	24" CL 54 Tyton Joint Chicago pipe	<u>\$ 53.68 Ft.</u>

Delivered to: City of Chicago - Central Yard  
1424 W. Pershing Rd.  
Chicago, IL.



City of Chicago  
 Mayor Richard M. Daley, Mayor  
 Department of Water Management  
 Richard A. Rice  
 Commissioner  
 Bureau of Administrative Support  
 Hernandez-Tomlin  
 Utility Commissioner  
 100 South State Street, Suite 410  
 Chicago, Illinois 60604  
 (773) 747-7089  
 (773) 747-7889 (FAX)  
[www.cityofchicago.org/watermanagement](http://www.cityofchicago.org/watermanagement)

June 03, 2005

To whom It May Concern:

I need quotations for the following items:

<u>Material</u>	<u>Locations</u>	<u>Amt.</u>
16" CL54 Tyton Joint Chicago pipe	23 <sup>rd</sup> & Winchester	\$33.06' 306 Ft.
24" CL 54 Tyton Joint Chicago pipe	Albany Avenue & Chicago	\$53.68' 300 Ft.

Sincerely,

  
 Gigi Brooms

I need the pricing before 3.00 o'clock today.





# JOHNSON PIPE & SUPPLY CO.

SERVING INDUSTRY SINCE 1924

Page 1 999 WEST 37TH STREET • CHICAGO, IL 60609 • PHONE 773-927-2427 • 24 HOUR FAX 773-927-6784  
 Printed At: 09:14:44 08 JUN 2005

Quote Date	Quote No.	Quote Expiration Date	Writer	Slsn	WH
06/06/05	589789	07/06/05	JG	LBM	2

Quoted To: CITWAT

Ship To: CITWAT

CITY WATER PIPE YARD "B"  
 c/o DEPT. OF WATER MANAGEMENT  
 ATTN: JOSE VALDES A/P  
 333 S. STATE STREET, ROOM 410  
 CHICAGO, IL 60604

CITY WATER PIPE YARD "B"  
 c/o DEPT. OF WATER MANAGEMENT  
 ATTN: JOSE VALDES A/P  
 333 S. STATE STREET, ROOM 410  
 CHICAGO, IL 60604

Quotation Note:

BJ-GIGI-312-747-1681-SEWERPIPE-MISCJOBS

Ln	Order Quant	EDP Code / Description	Net Price	UM	Ext Price
1	306.0	16-CL54DUCTPIPE			
2		16 IN CLS 54 TYTON DUCTILE PIP	48.659	12	14889.65
3	300.0	ABVE TAG 23RD AND WINCHESTER			
4		24-CL54DUCTILE	79.024	12	23707.20
5		24 IN CLAS 54 TYTON DUCTILE PI			
		ABVE IS TAG ALBANY AVE-CHGO			
		DLVRY APPROX 10 DAYS			

*ATTN GIGI  
 From John*

Quotation Total \$38,596.85





City of Chicago  
 Richard M. Daley, Mayor  
 Department of Water Management  
 Richard A. Rice  
 Commissioner  
 Bureau of Administrative Support  
 Julie Hernandez-Tomlin  
 Deputy Commissioner  
 DePaul Center, Suite 410  
 333 South State Street  
 Chicago, Illinois 60604  
 (312) 747-7089  
 (312) 747-7889 (FAX)  
 www.cityofchicago.org/  
 watermanagement

June 03, 2005

To whom It May Concern:

I need quotations for the following items:

<u>Material</u>	<u>Locations</u>	<u>Amt.</u>
16"CL54 Tyton Joint Chicago pipe	23 <sup>rd</sup> & Winchester	306 Ft. 36.48 FT.
24" CL 54 Tyton Joint Chicago pipe	Albany Avenue & Chicago	300 Ft. 59.24 FT.

Sincerely,

*Gigi Brooms*  
 Gigi Brooms

I need the pricing before 3.00 o'clock today.

REC'D THIS FAX  
 @ 3.52 P.M. COST.

