



City of Chicago  
Richard M. Daley, Mayor

Department of  
Procurement Services

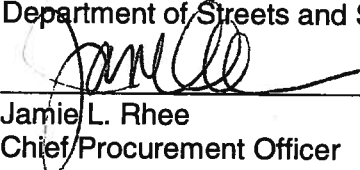
Jamie L. Rhee  
Chief Procurement Officer

City Hall, Room 403  
121 North LaSalle Street  
Chicago, Illinois 60602  
(312) 744-4900  
(312) 744-0010 (FAX)  
(312) 744-2949 (TTY)  
<http://www.cityofchicago.org>

Date: February 2, 2011

To: Thomas G. Byrne  
Commissioner  
Department of Streets and Sanitation

Attn: Robert Richardson  
Deputy Commissioner  
Department of Streets and Sanitation

From:   
\_\_\_\_\_  
Jamie L. Rhee  
Chief Procurement Officer

Re: Emergency Contract  
Snow Removal and Disposal Services

---

Specification:	94653	Contract Term:	Depends on Requirements
PO/Contract:	24179	Estimate	Not to exceed \$250,000.00

Pursuant to Section 65 ILCS 5/8-10-5 of the Municipal Purchasing Act and 2-92-644 of the Municipal Code of Chicago, I am authorizing you to make an Emergency Contract for Snow Removal and Disposal Services with Heritage Logistics LLC. Based upon information received from your office, I have determined that this procurement is necessary to meet a bona fide operating emergency.

You are hereby authorized to purchase the Snow Removal and Disposal Services in an amount not to exceed \$250,000. This authorization is limited so as not to exceed the \$250,000.00 limit established by statute.

JLR/jpb

cc: Richard Butler  
Gustavo Giraldo  
Robert Kelly  
James P. Bracewell Jr.  
Lisa Clark  
Valleta Smith  
PO Scan and Emergency Scan  
File Specification Number: 94653





City of Chicago  
Richard M. Daley, Mayor

Department of  
Streets and Sanitation

Thomas G. Byrne  
Commissioner

City Hall, Room 700  
121 North LaSalle Street  
Chicago, Illinois 60602  
(312) 744-4611  
(312) 744-4737 (FAX)  
(312) 744-2971 (TTY)

<http://www.cityofchicago.org>

MEMORANDUM

DATE: January 31, 2011

TO: Jamie Rhee  
Chief Procurement Officer

FROM: *Robert Richardson* For Thomas G. Byrne *RB*  
Thomas G. Byrne, Commissioner  
Department of Streets and Sanitation

SUBJECT: Request Emergency Bid  
Emergency Snow Removal and Disposal Services for Blizzard  
of 2011  
FMPS Requisition Number: 57047

*Blk*  
*top - Gustaf*  
*Rich 8/11*

The Department of Streets and Sanitation is requesting an emergency bid for snow removal and disposal services with operator.

The Department currently has contracts in place with MAT Leasing, Snowlift LLC, Christofano and Lindahl Brothers off of specification number 56715. However, due to the amount of snow that the City is forecasted to receive Tuesday February 2<sup>nd</sup>, we need additional pieces of equipment with operator in addition to what the four contractors above have available.

We are in need of the following types of equipment with operator:

- Wheel Loader, 2-3 cubic yard bucket loading capacity
- Wheel Loader , 4-5 cubic yard bucket loading capacity
- Combination backhoe, 2 cubic yard bucket loading capacity
- Tractor Trailer with 22 cubic yard dump body
- Skid steer loader with 3/4 yard bucket
- 350 ton per hour snow melter
- 550 ton per hour snow melter
- D5 dozer with blade
- D6 Dozer with blade
- Track Backhoe with 3 yard bucket capacity

If you have any questions please contact Lisa Clark at 312-744-4667.



Cc: Bobby Richardson  
Jim Crocker  
Rich Butler  
James Bracewell  
Robert Kelly  
Gustavo Giraldo  
Valleta Smith  
File

HERITAGE LOGISTICS

**Emergency Request for Quotation**  
**CITY OF CHICAGO**  
**DEPARTMENT OF PROCUREMENT SERVICES**

**Specification Number:** 94653  
**Description:** Emergency Snow Removal and Disposal Services  
**Location:** Various City of Chicago Streets and Roadways  
**Due Date and Time:** Tuesday, February 1, 2011, 11:00 AM Chicago Time

PO# 24179

	Commodity Description	Unit of Measure	Price	# of Available Units of Equipment
1.	Emergency Snow and Ice Removal Services Wheel Loader, 2-3 cubic yard bucket loading capacity	Hour	\$	
2.	Emergency Snow and Ice Removal Services Wheel Loader, 4-5 cubic yard bucket loading capacity.	Hour	\$	
3.	Emergency Snow and Ice Removal Services Combination backhoe, 2 cubic yard bucket loading capacity	Hour	\$	
4.	Emergency Snow and Ice Removal Services Tractor trailer wit 22 cubic yard dump body.	Hour	\$ 90	40
5.	Emergency Snow and Ice Removal Services Skid-steer loader with ¾ yard bucket.	Hour	\$	
6.	Emergency Snow and Ice Removal Services 350 to per hour snow melter.	Hour	\$	
7.	Emergency Snow and Ice Removal Services 550 ton per hour snow melter.	Hour	\$	
8.	Emergency Snow and Ice Removal Services D5 Dozer with blade	Hour	\$	
9.	Emergency Snow and Ice Removal Services D6 dozer with blade	Hour	\$	
10.	Emergency Snow and Ice Removal Services Track Backhoe with 3 yard bucket capacity.	Hour	\$	

Signed: T. J. Sullivan

Date: 2/11/2011

By: TIM SULLIVAN

Bidder's Legal Name: HERITAGE LOGISTICS

D/B/A (if applicable): \_\_\_\_\_

Bidders Federal Employer Identification Number:

20-8901629

Business Address: 28361 DIEHL RD

UNIT B #338

WARRENVILLE IL 60555

Person to contact regarding bid: ROBERT T

Title: OPERATIONS ANALYST

Phone: 630 392 3117

Fax: 630 245 7910

Email: LAJCAR@HERITAGE-LOGISTICS.COM

DISPATCH 630 709 5894 PAT



Robert Lajca  
Operations Analyst

**Heritage Logistics, LLC**  
28361 Diehl Road, Unit B #338 • Warrenville, IL 60555  
Phone: (630) 245-7910 • Cell: (630) 392-3117  
Fax: (630) 245-7730  
Email: Lajcar@Heritage-Logistics.com

# Emergency Request for Quotation

CITY OF CHICAGO

DEPARTMENT OF PROCUREMENT SERVICES

121 North La Salle Street, City Hall, Bid and Bond Room 301

Phone: 312-744-9773

Fax: 312-744-5611

**Specification Number:** 94653  
**Description:** Emergency Snow Removal and Disposal Services  
**Location:** Various City of Chicago Streets and Roadways  
**Due Date and Time:** Tuesday, February 1, 2011, 11:00 AM Chicago Time

## INVITATION TO BIDDERS

The City of Chicago is requesting bids from all qualified firms to provide emergency services to assist the City with emergency snow removal and disposal.

Selected Contractors must accept emergency calls from the City of Chicago Department of Streets and Sanitation (DSS) on a twenty-four (24) hour basis and must have proposed equipment and operators available and ready to commence snow removal operations as soon as possible upon receipt of notice from the Commissioner or authorized representative of the DSS.

Each selected Contractor must make available one telephone line and one fax line for the City to contact the Contractor when services are required. Contractor must provide twenty-four (24) hour contact information.

The Streets and Sanitation Commissioner will determine and call out the equipment and services that are necessary for snow removal and disposal operations.

Contractor must provide and maintain the insurance as specified in Exhibit A Contract Insurance Requirements.

All equipment will be rented by the City on a per hour basis. The hourly rate per piece of equipment must incorporate any/all peripheral costs including but not limited to the costs of transportation, fuel, fluids, maintenance/repair, labor, overhead, etc. required to provide the services.

It is the intent of the Chief Procurement Officer to award one or more emergency contracts to qualified bidders when in her opinion the best interests of the City would be served. Bidders are to provide a quote for one or more lines, and are not required to bid all lines.

The maximum compensation per awarded emergency contract is not to exceed \$250,000.

**TO RESPOND:** Complete and sign the Emergency Request for Quotation (all pages), return to the City of Chicago, Department of Procurement Services, Bid and Bond Room. The completed Emergency Request for Quotation can be **faxed or delivered** to the Bid and Bond Room, City Hall, Room 301, 121 N. LaSalle Street, Chicago, IL, **fax 312-744-5611**. Please write or stamp your firm's name on all pages of your bid response.

# Emergency Request for Quotation

CITY OF CHICAGO

DEPARTMENT OF PROCUREMENT SERVICES

**Specification Number:** 94653  
**Description:** Emergency Snow Removal and Disposal Services  
**Location:** Various City of Chicago Streets and Roadways  
**Due Date and Time:** Tuesday, February 1, 2011, 11:00 AM Chicago Time

	<b>Commodity Description</b>	<b>Unit of Measure</b>	<b>Price</b>	<b># of Available Units of Equipment</b>
1.	Emergency Snow and Ice Removal Services Wheel Loader, 2-3 cubic yard bucket loading capacity	Hour	\$	
2.	Emergency Snow and Ice Removal Services Wheel Loader, 4-5 cubic yard bucket loading capacity.	Hour	\$	
3.	Emergency Snow and Ice Removal Services Combination backhoe, 2 cubic yard bucket loading capacity	Hour	\$	
4.	Emergency Snow and Ice Removal Services Tractor trailer wit 22 cubic yard dump body.	Hour	\$	
5.	Emergency Snow and Ice Removal Services Skid-steer loader with ¾ yard bucket.	Hour	\$	
6.	Emergency Snow and Ice Removal Services 350 to per hour snow melter.	Hour	\$	
7.	Emergency Snow and Ice Removal Services 550 ton per hour snow melter.	Hour	\$	
8.	Emergency Snow and Ice Removal Services D5 Dozer with blade	Hour	\$	
9.	Emergency Snow and Ice Removal Services D6 dozer with blade	Hour	\$	
10.	Emergency Snow and Ice Removal Services Track Backhoe with 3 yard bucket capacity.	Hour	\$	

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Bidder's Legal Name: \_\_\_\_\_

\_\_\_\_\_

D/B/A (if applicable): \_\_\_\_\_

\_\_\_\_\_

Bidders Federal Employer Identification Number:

\_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Person to contact regarding bid: \_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_



## EXHIBIT A: CONTRACTOR INSURANCE REQUIREMENTS

The Contractor must provide and maintain at Contractor's own expense, until Contract completion and during the time period following completion if Contractor is required to return and perform any additional work, the insurance coverages and requirements specified below, insuring all operations related to the Contract.

### A. INSURANCE TO BE PROVIDED

1) Workers Compensation and Employers Liability

Workers Compensation Insurance, as prescribed by applicable law covering all employees who are to provide a service under this Contract and Employers Liability coverage with limits of not less than \$500,000 each accident, illness or disease.

2) Commercial General Liability (Primary and Umbrella)

Commercial General Liability Insurance or equivalent with limits of not less than \$2,000,000 per occurrence for bodily injury, personal injury, and property damage liability. Coverages must include the following: All premises and operations, products/completed operations, explosion, collapse, underground, separation of insureds, defense, and contractual liability (with no limitation endorsement). The City of Chicago is to be named as an additional insured on a primary, non-contributory basis for any liability arising directly or indirectly from the work.

Subcontractors performing work for the Contractor must maintain limits of not less than \$1,000,000 with the same terms herein.

3) Automobile Liability (Primary and Umbrella)

When any motor vehicles (owned, non-owned and hired) are used in connection with work to be performed, the Contractor must provide Automobile Liability Insurance with limits of not less than \$1,000,000 per occurrence for bodily injury and property damage. The City of Chicago is to be named as an additional insured on a primary, non-contributory basis.

4) Property

The Contractor is responsible for any damage to City property or personal property on any City roadway(s).

The Contractor is responsible for all loss or damage to personal property (including materials, equipment, tools and supplies) owned, rented or used by Contractor.

### B. ADDITIONAL REQUIREMENTS

The Contractor must furnish the City of Chicago, Department of Procurement Services, City Hall, Room 403, 121 North LaSalle Street, Chicago IL 60602, original Certificates of Insurance, or such similar evidence, to be in force on the date of this Contract, and Renewal Certificates of Insurance, or such similar evidence, if the coverages have an expiration or renewal date occurring during the term of this Contract. The Contractor must submit evidence of insurance on the City of Chicago Insurance Certificate Form (copy attached) or equivalent prior to Contract award. The receipt of any certificate does not constitute agreement by the City that the insurance requirements in the Contract have been fully met or that the insurance policies indicated on the certificate are in compliance with all Contract requirements. The failure of the City to obtain certificates or other insurance evidence from Contractor is not a waiver by the City of any requirements for the Contractor to obtain and maintain the specified coverages. The Contractor must advise all insurers of the Contract provisions regarding insurance. Non-conforming insurance does not relieve Contractor of the obligation to provide insurance as specified herein. Nonfulfillment of the insurance conditions may constitute a violation of the Contract, and the City retains the right to stop work until proper evidence of insurance is provided, or the Contract may be terminated.

The insurance must provide for 60 days prior written notice to be given to the City in the event coverage is substantially changed, canceled, or non-renewed.

Any deductibles or self insured retentions on referenced insurance coverages must be borne by Contractor.

The Contractor hereby waives and agrees to require their insurers to waive their rights of subrogation against the City of Chicago, its employees, elected officials, agents, or representatives.

The coverages and limits furnished by Contractor in no way limit the Contractor's liabilities and responsibilities specified within the Contract or by law.

Any insurance or self insurance programs maintained by the City of Chicago do not contribute with insurance provided by the Contractor under the Contract.

The required insurance to be carried is not limited by any limitations expressed in the indemnification language in this Contract or any limitation placed on the indemnity in this Contract given as a matter of law.

If Contractor is a joint venture or limited liability company, the insurance policies must name the joint venture or limited liability company as a named insured.

The Contractor must require all subcontractors to provide the insurance required herein, or Contractor may provide the coverages for subcontractors. All subcontractors are subject to the same insurance requirements of Contractor unless otherwise specified in this Contract.

If Contractor or subcontractor desire additional coverages, the party desiring the additional coverages is responsible for the acquisition and cost.

The City of Chicago Risk Management Department maintains the right to modify, delete, alter or change these requirements.

### **PROPERTY, DAMAGE AND REPAIRS**

The Contractor will be responsible for and must repair and pay for damages to new and existing structures, material, equipment and apparatus during the course of the work, where such damage is directly due to work under this contract, or where such damage is the result of the negligence, or carelessness on the part of the Contractor or its employees, or on the part of the Contractor's subcontractor or its employees,

# Sample Insurance Certificate of Coverage

Named Insured: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_ (Number and Street)  
 \_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (ZIP)

Specification Number: \_\_\_\_\_  
 Project Description: \_\_\_\_\_  
 Purchase Order Number: \_\_\_\_\_

Description of Operation/Location	
-----------------------------------	--

The insurance policies and endorsements indicated below have been issued to the designated named insured with the policy limits as set forth herein covering the operation described within the Contract involving the named insured and the City of Chicago. The Certificate issuer agrees that in the event of cancellation, non-renewal or material change involving the indicated policies, the issuer will provide at least sixty (60) days prior written notice of such change to the City of Chicago at the address shown on this Certificate. This certificate is issued to the City of Chicago in consideration of the Contract entered into with the named insured, and it is mutually understood that the City of Chicago relies on this certificate as a basis for continuing such agreement with the named insured:

Type of Insurance	Insurer Name	Policy Number	Expiration Date	Limits of Liability All Limits in Thousands
<b>General Liability</b> <input type="checkbox"/> Claims made <input type="checkbox"/> Occurrence <input type="checkbox"/> Premises-Operations <input type="checkbox"/> Explosion/Collapse Underground <input type="checkbox"/> Products/Completed-Operations <input type="checkbox"/> Blanket Contractual <input type="checkbox"/> Broad Form Property Damage <input type="checkbox"/> Independent Contractors <input type="checkbox"/> Personal Injury <input type="checkbox"/> Pollution				CSL Per Occurrence \$ _____  General Aggregate \$ _____  Products/Completed Operations Aggregate \$ _____
<b>Automobile Liability</b>  <input type="checkbox"/> Excess Liability <input type="checkbox"/> Umbrella Liability				CSL Per Occurrence \$ _____  Each Occurrence \$ _____
<b>Worker's Compensation and Employer's Liability</b>				Statutory/Illinois Employers Liability \$ _____
<b>Builders Risk/Course of Construction</b>				Amount of Contract
<b>Professional Liability</b>				\$ _____
<b>Owner Contractors Protective</b>				\$ _____
<b>Other</b>				\$ _____

- a) Each Insurance policy required by this agreement, excepting policies for worker's compensation and professional liability, will read: "The City of Chicago is an additional insured as respects operations and activities of, or on behalf of the named insured, performed under contract with or permit from the City of Chicago."
- b) The General, Automobile and Excess/Umbrella Liability Policies described provide for severability of Interest (cross liability) applicable to the named insured and the City.
- c) Workers Compensation and Property Insurers shall waive all rights of subrogation against the City of Chicago.
- d) The receipt of this certificate by the City does not constitute agreement by the City that the insurance requirements in the Contract have been fully met, or that the insurance policies indicated by this certificate are in compliance with all contract requirements.

Name and Address of Certificate Holder and Recipient of Notice  Certificate Holder/Additional Insured  City of Chicago Department of Procurement Services 121 N. LaSalle St., #403 Chicago, IL 60602	Signature of Authorized Rep. _____ Agency/Company: _____ Address: _____ Telephone: _____
---	---

**For City use only:** Name of City Department requesting certificate: (Using Dept.): \_\_\_\_\_