

**CITY OF CHICAGO
DEPARTMENT OF PROCUREMENT SERVICES
ROOM 403, CITY HALL, 121 N. LASALLE STREET**

FOR NCRB USE ONLY	
Date	11/9/2010
Recommend Approval	<input checked="" type="checkbox"/>
Return To Dept.	<input type="checkbox"/>
Reject	<input type="checkbox"/>
Vote	4-1

**NON-COMPETITIVE REVIEW BOARD (NCRB)
JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT**

COMPLETE THIS SECTION IF NEW CONTRACT

For contract(s) in this request, fill in each of the four (4) major subject areas below in accordance with the **Instructions for Preparation of Non-Competitive Procurement Form** on the reverse side. Complete "Other" subject area if additional information is needed. Subject areas must be fully completed. Responses merely referencing attachments will not be accepted.

Request that negotiations be conducted only with <<name of person or firm>> for the product(s) and/or service(s) described herein.

This is a request for:

One-Time Contractor Requisition #: <<Req No>>, copy attached or Term Agreement or Delegate Agency (Check one).

If Delegate Agency, this request is for "blanket approval" for all contracts within the <<proj description/name>> (Attach List).

Pre-Assigned Specification No.: _____

Pre-Assigned Contract No.: _____

COMPLETE THIS SECTION IF AMENDMENT OR MODIFICATION TO CONTRACT

Describe in detail the change in terms of dollars, time period, scope of services, etc., its relationship to the original contract and the specific reasons for the change. Indicate both the original and the adjusted contract amount and/or expiration date with this change, as applicable. Attach copy of all supporting documents. Request approval for a contract amendment or modification to the following:

Contract #: 13431

Company or Agency Name: J.E. Manzi & Associates

Specification #: 52245

Contract or Program Description: Project and Const. Mgmt. for FACE Proj. at O'Hare

Modification #: _____

(Attach List, if multiple)

Frank Grimaldi, Jr.

773 686-6478

Frank Grimaldi Jr
Signature (EC)

Aviation

11/4/10

Originator Name
(mm/dd/yr)

Telephone

Signature

Department

Date

<input checked="" type="checkbox"/> PROCUREMENT HISTORY The Chicago Department of Aviation (CDA) is currently engaged in this contract (#13431) with J.E. Manzi since 2006. See Attached.
<input type="checkbox"/> ESTIMATED COST \$90,000
<input type="checkbox"/> SCHEDULE REQUIREMENTS Thru 12/31/10. See Attached.
<input type="checkbox"/> EXCLUSIVE OR UNIQUE CAPABILITY Manzi is uniquely qualified to perform this work. See Attached.
<input type="checkbox"/> OTHER The CDA requires the personal performance of the services by Joseph E. Manzi. See Attached

APPROVED BY: Rosemarie S. Andolone

11/11/10
DATE

Rich Butler
BOARD CHAIRPERSON

11/9/2010
DATE

PRINT NAME

PRINT NAME

Jamie McLoone
CHIEF PROCUREMENT OFFICER

NOV 09 2010
DATE OF APPROVAL

INSTRUCTIONS FOR PREPARATION OF NON-COMPETITIVE PROCUREMENT FORM

If a City Department has determined that the purchase of supplies, equipment, work and/or services cannot be done on a competitive basis, a justification must be prepared on this "Justification for Non-Competitive Procurement Form" in which procurement is requested on a non-bid or non-competitive basis in accordance with 65 ILCS 5/8-10-4 of the Illinois Compiled Statutes. All applicable questions in each Subject Area below must be answered. The information provided must be complete and in sufficient detail to allow for a decision to be made by the Non-Competitive Procurement Review Board. Also attach a DPS Checklist and any other required documentation. The Board will not consider justification with incomplete information documentation or omissions.

PROCUREMENT HISTORY

1. Describe the requirement and how it evolved from initial planning to its present status.
2. Is this a first time requirement or a continuation of previous procurement from the same source? If so, explain the procurement history.
3. Explain attempts made to competitively bid the requirement. (Attach copy of notices and list of sources contacted)
4. Describe all research done to find other sources. (List other cities contacted, companies in the industry contacted, professional organizations, periodicals and other publications used).
5. Explain future procurement objectives. Is this a one-time request or will future requests be made for doing business with the same source?
6. Explain whether or not future competitive bidding is possible. If not, why not?

ESTIMATED COST

1. What is the estimated cost for this requirement (or for each contract, if multiple awards contemplated)? What is the funding source?
2. What is the estimated cost by fiscal year, if the job project or program covers multiple years?
3. Explain the basis for estimating the cost and what assumptions were made and/or data used (i.e., budgeted amount, previous contract price, current catalog or cost proposal from firms solicited, engineering or in-house estimate, etc.)
4. Explain whether the proposed Contractor or the City has a substantial dollar investment in original design, tooling or other factors which would be duplicated at City expense if another source was considered. Describe cost savings or other measurable benefits to the City which may be achieved.
5. Explain what negotiation of price has occurred or will occur. Detail why the estimated cost is deemed reasonable.

SCHEDULE REQUIREMENTS

1. Explain how the schedule was developed and at what point the specific dates were known.
2. Is lack of drawings and/or specifications a constraining factor to competitive bidding? If so, why is the proposed Contractor the only person or firm able to perform under these circumstances? Why are the drawings and specifications lacking? What is the lead time required to get drawings and specifications suitable for competition? If lack of drawings and specifications is not a constraining factor to competitive bidding, explain why only one person or firm can meet the required schedule.
3. Outline the required schedule by delivery or completion dates and explain the reasons why the schedule is critical.
4. Describe in detail what impact delays for competitive bidding would have on City operations, programs, costs and budgeted funds.

EXCLUSIVE OR UNIQUE CAPABILITY

1. If contemplating hiring a person or firm as a Professional Service Consultant, explain in detail what professional skills, expertise, qualifications, and/or other factors make this person or firm exclusively or uniquely qualified for the project. Attach a copy of the cost proposal, scope of services, and temporary consulting services form.
2. Does the proposed firm have personnel considered unquestionably predominant in the particular field?
3. What prior experience of a highly specialized nature does the person or firm exclusively possess that is vital to the job, project or program?
4. What technical facilities or test equipment does the person or firm exclusively possess of a highly specialized nature which is vital to the job?
5. What other capabilities and/or capacity does the proposed firm possess which is necessary for the specific job, project or program which makes them the only source who can perform the work within the required time schedule without unreasonable costs to the City?
6. If procuring products or equipment, describe the intended use and explain any exclusive or unique capabilities, features and/or functions the items have which no other brands or models, etc. possess. Is compatibility with existing equipment critical from an operational standpoint? Explain why?
7. Is competition precluded because of the existence of patent rights, copyrights, trade secrets, technical data, or other proprietary data? Attach documentation verifying such.
8. If procuring replacement parts and/or maintenance services, explain whether or not replacement parts and/or services can be obtained from any other sources? If not, is the proposed firm the only authorized or exclusive dealer/distributor and/or service center? If so, attach letter from manufacturer.

MBE/WBE COMPLIANCE PLAN

- * All submissions must contain detailed information about how the proposed firm will comply with the requirements of the City's Minority and Women Owned Business program. All submissions must include a complete C-1 and D-1 form, which is available on the Procurement Services page on the City's intranet site. The City Department must submit a Compliance Plan, including details about direct and indirect compliance.

OTHER

Explain other related considerations and attach all applicable supporting documents, i.e., an approved ITGB form.

REVIEW AND APPROVAL

This form must be signed by both Originator of the request and signed by the Department Head or authorized designee. After review and final disposition from the Board, this form will be signed by the Chairperson of the Board. After review and final disposition from the Board, this form will be signed by the Chief Procurement Officer for final approval.

**JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT
ATTACHMENT FOR J.E. MANZI & ASSOCIATES PO #13431**

PROCUREMENT HISTORY

The Chicago Department of Aviation (CDA) is currently engaged in completion and close-out of various bid packages issued in conjunction with the CDA Façade and Circulation Enhancement (FACE) Project. For a variety of reasons, Bid Package 1, awarded to Walsh Construction Company (Walsh) pursuant to a competitive bidding process in 2003 is over budget and behind schedule and has encountered numerous complex close-out issues and associated claims and the project has been ordered into mediation per a judicial order. This request is for a Vendor Limit Increase modification of a previously approved non-competitive procurement contract (PO 13431 11/3/06 – 12/31/10) from the same source with vital knowledge of the complex project issues gained over the previous five years.

ESTIMATED COST

The estimated cost of the Vendor Limit Increase is \$90,000. The funding source is General Aviation Revenue Bonds, which are also funding the FACE project as a whole. CDA will only pay for actual services rendered pursuant to the hourly rates proposed by J.E. Manzi & Associates.

SCHEDULE REQUIREMENTS

The Vendor Limit Increase will cover services provided thru expiration of the current contract term (12/31/10).

EXCLUSIVE OR UNIQUE CAPABILITY

J.E. Manzi is uniquely qualified for the performance of the requisite services due to his nearly 40 years of knowledge and experience as a professional engineer and his long history of assisting the City of Chicago with bringing difficult, complex and troubled construction projects to satisfactory completion. In addition, J.E. Manzi has been following through and assisting the City in resolving and finalizing the complex issues on the FACE project and assisting in providing irreplaceable knowledge regarding the on-going mediation.

OTHER

The CDA requires the personal performance of the services by Joseph E. Manzi. This severely limits the opportunity for MBE or WBE participation. Manzi will commit to seeking MBE and/or WBE participation in any subcontracting opportunities that may arise, but such opportunities are not anticipated at this time. These services are a continuation of on-going services since 2006 during which Manzi has performed services and collected information vital to the completion of the project and settlement of claims.



City of Chicago
Richard M. Daley, Mayor

Chicago Department of Aviation

Rosemarie S. Andolino
Commissioner

Chicago O'Hare International Airport
P.O. Box 66142
Chicago, Illinois 60666
(773) 686-2200
(773) 686-8333 (TTY)

O'Hare Modernization Program
P.O. Box 66142
10510 W. Zemke Road
Chicago, IL 60666
(773) 462-7300
(773) 462-8552 (Fax)

Chicago Midway International Airport
5700 South Cicero Avenue
Chicago, Illinois 60638
(773) 838-0600
(773) 838-0795 (TTY)

www.flychicago.com
www.OhareModernization.org



NOV 05 2010

To: Jamie L. Rhee
Chief Procurement Officer
Non-Competitive Review Board

From: Rosemarie S. Andolino *RSA* *11/10*
Commissioner
Chicago Department of Aviation *EP*

Re: Request for Vendor Limit Increase for Non-Competitive
Procurement Contract for Professional Services between the City
and J.E. Manzi & Associates
Existing P.O. Number: 13431
Contract Expiration Date: 12/31/10

The Chicago Department of Aviation ("CDA") requests approval for a vendor limit increase request for the above-referenced non-competitive contract in the amount of \$90,000 to allow continued work under the contract until its expiration on December 31, 2010. The basis for the vendor limit increase request is detailed below.

Joseph Manzi of J.E. Manzi & Associates, Inc. ("Manzi") was originally retained by the CDA to serve as project manager for the Façade and Circulation Enhancement Contract. ("FACE") Project in October 2006. The initial term of Manzi's agreement and the first of two allotted extensions expired in 2009. The current extension term was approved in June 2009, and will expire at the end of December 2010. At the time that extension was approved in June 2009, the anticipated date of completion of the remedial work on the canopy was September 2010, and the extension was funded accordingly.

However, since the last extension of Manzi's current contract was approved in June 2009, there have been a number of developments on the project: 1) a crack in Welds 2 and 4 was found at Column 4F.7; 2) a number of interior shroud and outrigger cracks were found; 3) drip edge cracks were found at various intervals along the length of the main box girder; 4) cracks were found in Weld 5.14; 5) outrigger wing arms that were understrength were identified; 6) gouges were found in the interior of a box girder; 7) cracks or other flaws were identified at various locations of Weld 1 and Weld 13; 8) gutter transfer straps were installed at numerous points across the canopy; 9) flaws were identified in various locations of Weld 11; and 10) issues were found with Welds 2 and 4, both of which are located at the column-hammerhead connection, which is the key load-bearing point in the structure, and which necessitated significant additional testing and remedial work. In addition to the foregoing, the Law Department's litigation team for the

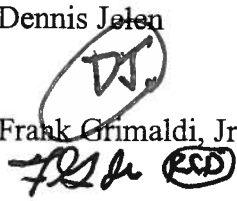


City's lawsuit, City of Chicago v. Murphy/Jahn, et al. has required Manzi's assistance in preparing the City's case for court-ordered mediation.

The additional problems noted above resulted in an extension of the remedial program through at least the end of 2010, pushing completion work well into 2011, thereby increasing the amount of time that Manzi was required to spend on the FACE Project. The numerous additional issues discovered, which significantly extended the remediation and completion timeframe, increased the rate of expenditure of the funding authorized by the 2009 contract extension. Additional funds in the amount of \$90,000 are now required to cover the work that Manzi will perform on behalf of CDA during November and December of 2010. A new contract, anticipated to be approved in the near future, will take effect on January 1, 2011.

If you have any additional questions or need additional information regarding this vendor limit increase request, please contact David Bowman at 773-686-7089.

Thank you for your cooperation.

Procurement Type:	Modification to increase vendor limit \$90,000 from \$1,890,000 to \$1,980,000	
Duration:	Through expiration of contract (12/31/10)	
Estimated Cost:	\$90,000	
Funding Source:	1986 751 85 4971 9071 0140	
User Contact:	Dennis Jelen	Phone: 686-6622
User Deputy:	Frank Grimaldi, Jr. 	Phone: 686-6478

J.E. Manzi & Associates, Inc.
Construction Consulting & Claims Analysis

826 Busse Highway
Park Ridge, Illinois 60068-2302
Telephone (847) 699-5800
Telecopier (847) 699-5810
email: joe@jemanzi.com



VIA EMAIL TRANSMITTAL

November 4, 2010

Frank Grimaldi, Jr.
City of Chicago Department of Aviation
P.O. Box 66142
Chicago, Illinois 60666

Reference: O'Hare Terminals 2 and 3
Façade and Circulation Enhancements Project
Purchase Order No.: 3431
Specification No.: 52245
Requisition No.: 40368
Vendor No.: 100202

Subject: Request for Increased Funding

Dear Frank:

In February 2010, J.E. Manzi & Associates, Inc. ("JEMA") entered into a contract modification with the City of Chicago Department of Aviation ("CDA") regarding the remedial effort. Although that contract was through December 2010, it was recognized by both the CDA and JEMA that the remediation would be completed by September 2010. Subsequent to the amendment, issues were identified on the project which required both an increased and extended level of effort. These issues included:

- Welds 2/4 Crack at Column 4F.7
- Interior Shroud/Outrigger Cracks
- Main Box Girder Drip Edge Cracks
- Weld 5.14 Cracks
- Outrigger Wing Arms Understrength
- Interior Box Girder Gouges

Frank Grimaldi, Jr.
November 4, 2010
Page 2

- Weld 1
- Weld 13
- Gutter Transfer Straps
- Weld 11
- Welds 2 and 4

These issues were the reasons why our funds were expended earlier than expected.

The additional costs for this interim period are:

November 1, 2010 through December 31, 2010

9 weeks at 40 hour/week at \$250 per hour = \$90,000

Sincerely,

Joseph Manzi

Joseph E. Manzi, P.E.
Principal

/afd
Project 0641

c: Khaled Naja
John F. Sisco
Jonathan Leach, Esq.
Robert C. Dawson
Diane Pezanoski, Esq.
David P. Winters, Esq.
Richard P. Steinken, Esq.

DPS PROJECT CHECKLIST

For DPS Use Only

Date Received
Date Returned
Date Accepted
CA/CN's Name

IMPORTANT: ALL INFORMATION SHOULD BE COMPLETED, ATTACH ALL REQUIRED MATERIALS AND SUBMIT FOR ROUTING TO THE DEPARTMENT OF PROCUREMENT SERVICES, ROOM 403, CITY HALL, 121 N. LASALLE STREET, CHICAGO, ILLINOIS 60602, ATTENTION: CHIEF PROCUREMENT OFFICER.

General Information:

Date: <u>11/4/10</u>	Need by (estimated date):	Project Manager:
Requisition No.: <u>54661</u>	Contact Person: <u>DAVID BOWMAN</u>	<u>DENNIS JELEN</u>
Specification No.: (if known) <u>52245</u>	Telephone: <u>(773) 686-7089</u>	Telephone: <u>(773) 686-6622</u>
PO No.: (if known) <u>13431</u>	Fax:	Fax:
Modification No.: (if known)	Email:	Email:
Previous PO No.: (if known)		

Project Description: PROJECT AND CONSTRUCTION MANAGEMENT SERVICES FOR THE FAÇADE AND CIRCULATION ENHANCEMENT PROJECT AT O'HARE INTERNATIONAL AIRPORT

Funding:

City:	<input type="checkbox"/> Corporate	<input checked="" type="checkbox"/> Bond	<input type="checkbox"/> Enterprise	<input type="checkbox"/> Grant*	<input type="checkbox"/> Other:
State:	<input type="checkbox"/> IDOT/Transit	<input type="checkbox"/> IDOT/Highway	<input type="checkbox"/> Grant*	<input type="checkbox"/> Grant*	<input type="checkbox"/> Other:
Federal:	<input type="checkbox"/> FHWA	<input type="checkbox"/> FTA	<input type="checkbox"/> FAA	<input type="checkbox"/> Grant*	<input type="checkbox"/> Other:

LINE	FY	FUND	DEPT	ORGN	APPR	ACTV	PROJECT	RPTG	\$ DOLLAR AMOUNT
	<u>1986</u>	<u>751</u>	<u>85</u>	<u>4971</u>	<u>9071</u>	<u>0140</u>			<u>\$90,000</u>

Term Estimated Value \$ 90,000

*IF GRANT FUNDED, ATTACH COPY OF THE APPROVED GRANT AND APPLICATION AND ANY OTHER TERMS AND CONDITIONS OF FUNDING SOURCE THAT MAY APPLY. GRANT FUNDS MUST BE COMMITTED OR SPENT BY DEADLINE: _____ (DATE)

Scope Statement:

Attached is a Detailed Scope of Services and/or Specification. E-mail softcopy in Microsoft Word to DPS Unit Manager \$1,980,000

\$90,000 VENDOR LIMIT INCREASE FROM \$1,890,000 TO

IMPORTANT:

THIS IS A CRITICAL PORTION OF YOUR SUBMITTAL. IN ORDER FOR DPS TO ACCEPT YOUR SUBMITTAL YOU MUST COMPLETE THE SPECIFIC SCOPE REQUIREMENTS AS SET FORTH IN THE SUPPLEMENTAL CHECKLIST FOR THAT UNIT.

Purchase Order Type (Check All That Apply):

<p>New Request</p> <p><input type="checkbox"/> Blanket/Term/DUR/Agreement</p> <p><input type="checkbox"/> Master Agreement (Task Order)</p> <p><input type="checkbox"/> Standard/One-Time Purchase</p> <p>Forms</p> <p><input checked="" type="checkbox"/> Requisition</p> <p><input type="checkbox"/> Special Approvals</p> <p><input checked="" type="checkbox"/> Non-Competitive Review Board (NCRB)</p>	<p>Modification/Amendment</p> <p><input type="checkbox"/> Time Extension**</p> <p><input checked="" type="checkbox"/> Vendor Limit Increase</p> <p><input type="checkbox"/> Scope Change/Price Increase/Additional Line Item(s)</p> <p><input type="checkbox"/> Other (specify):</p>
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Contract Term:

** Requested Term (Number of Months): THROUGH EXPIRATION OF CONTRACT (12/31/10)

Pre-Bid/Submittal Requirements:

Mandatory Pre Bid/Submittal Conference? Yes* No } N/A
 Requesting Site Visit? Yes No } N/A

*If yes, explain reasons why mandatory attendance is necessary.

The following is a general description of what should 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.

ARCHITECTURAL/ENGINEERING SUPPLEMENTAL CHECKLIST

Required Attachments: Scope of Services, including location, description of project, services required, deliverables, and other information as required

Risk Management

- Current Insurance Requirements prepared/approved by Risk Management: Yes No
 Will services be performed within 50 feet of CTA train or other railroad property? Yes No
 Will services be performed on or near a waterway? Yes No

If applicable, Pre-Qualification Category No. _____ Category Description: _____
 For Pre-Qualification Program, attach list of suggested firms to be solicited

Other Agency Concurrence Required: None State Federal Other _____

If Amendment request, please verify and provide the following:

- Contractor's Name:
- Contractor's Address:
- Contractor's e-mail Address:
- Contractor's Phone Number:
- Contractor's Contact Person:

Attach Recommendation of MBE/WBE/DBE Analysis Form Yes No

AVIATION CONSTRUCTION SUPPLEMENTAL CHECKLIST

DOA sign-off for final design documents: Yes No

Required Attachments:
 Copy of Draft Contract Documents and Detailed Specifications

Risk Management:

- Current Insurance Requirements prepared/approved by Risk Management: Yes No
 Will work be performed within 50 feet of CTA or ATS structure or property? Yes No
 Will work be performed airside? Yes No

*NOTE: Any non-construction Aviation request, complete the applicable section.

Do bid documents contain Sensitive Security Information (SSI)? Yes* No Redacted
 *If yes, attach Confidentiality Statement

Attach Recommendation of MBE/WBE/DBE Analysis Form Yes No

If Amendment request, please verify and provide the following:

- Contractor's Name:
- Contractor's Address:
- Contractor's e-mail Address:
- Contractor's Phone Number:
- Contractor's Contact Person:

COMMODITIES SUPPLEMENTAL CHECKLIST

Required Attachments:

- Detailed Specifications (Scope of Services) including detailed description of the product, delivery location, user department contact, price escalation considerations
- Bidder's qualification, contract term and extension options
- Contractor's qualifications, citation of any applicable City/State/Federal statutes or regulations, citation of any applicable technical standards
- Price Lists/Catalogs, technical drawings and other exhibits and attachments as appropriate.

Attach Recommendation of **MBE/WBE/DBE Analysis Form**
 Is this a **Revenue Producing contract**?

- Yes No
 Yes No

If Modification request, please verify and provide the following:

- Contractor's Name:
- Contractor's Address:
- Contractor's e-mail Address:
- Contractor's Phone Number:
- Contractor's Contact Person:

CONSTRUCTION SUPPLEMENTAL CHECKLIST

Required attachments:

Copy of Draft (80% Completion), Contract Documents and Detailed Specifications

Risk Management

- Current Insurance Requirements prepared/approved by Risk Management:
- Will services be performed within 50 feet of CTA train or other railroad property?
- Will services be performed on or near a waterway?

- Yes No
 Yes No
 Yes No

Attach Recommendation of **MBE/WBE/DBE Analysis Form**

- Yes No

If Modification request, please verify and provide the following:

- Contractor's Name:
- Contractor's Address:
- Contractor's e-mail Address:
- Contractor's Phone Number:
- Contractor's Contact Person:

PROFESSIONAL SERVICES SUPPLEMENTAL CHECKLIST

If New Request (Check applicable boxes):

- Is this a **Request for Information (RFI)**? Yes No
- Is this a **Request for Qualifications (RFQ)**? Yes No
- Is this a **Request for Proposal (RFP)**? Yes No
- If RFQ or RFP, did any outside Consultant provide advice or deliverables in developing the RFQ or RFP? Yes* No
- *If yes, Company Name: **PO#**

Attach a narrative explaining the consulting services and deliverables provided.

Is this a **Non-Competitive Procurement**? Yes* No

*If yes, attach completed Non-Competitive Justification form, vendor proposal and completed MBE/WBE compliance plan (Schedules C-1 and D-1) submitted to the Non-Competitive Review Board.

Is this a request for **Individual Contract Services**? Yes* No

*If yes and you seek a sole source contract to hire a person as a Consultant, attach completed Office of Compliance "Request for Individual Contract Services" approval form signed by Department Head, Office of Compliance & OBM.

Is this a **Revenue Producing contract**? Yes No

Does this request involve the **purchase of Software**? Yes* No

If yes, is City required to sign a software license? Yes No

*If yes, attach descriptions of software and software license agreement.

PROFESSIONAL SERVICES SUPPLEMENTAL CHECKLIST (continued)

Required Attachments (IF RFP/RFQ OR SOLE SOURCE):

- Statement of Work (SOW), Deliverables or Scope of Services defined
- Does SOW involve any work in the public way? Yes* No
- *If yes, attach list of locations.
- Does SOW involve any public improvement to property that requires performance bond or prevailing wage? Yes* No
- *If yes, attach list of locations.
- Is City Council approval required? Yes No
- Project or Program Background Information
- Project Goals and Objectives
- Qualifications or Licenses/Certifications required for any disciplines
- Evaluation Criterion desired in RFP or RFQ
- Evaluation Committee (EC) members recommended. Attach list of names, titles and departments
- Technical and/or Functional Requirements, if applicable
- Cost Proposal/Schedule of Compensation structure (If Sole Source, over Contract Term by Milestone Deliverables)
- If an Information Technology (IT) project valued at \$100,000.00 or more, attach approval transmittal sheet from Information Technology Governance Board (ITGB)

- Attach Recommendation of MBE/WBE/DBE Analysis Form Yes No

If Amendment request, please verify and provide the following:

Contractor's Name: *J. E. MANZI & ASSOCIATES*
 Contractor's Address:
 Contractor's e-mail Address:
 Contractor's Phone Number:
 Contractor's Contact Person:

VEHICLES/HEAVY EQUIPMENT SUPPLEMENTAL CHECKLIST

Required Attachments:

- Detailed Specifications including detailed description of the vehicle(s) or equipment, mounted equipment, if any, and options/accessories
- Special Provisions (Delivery, Warranty, Manuals, Training, Additional Unit Purchase Options, Bid Submittal Information, etc.)
- Delivery Location(s)
- Technical Literature
- Drawings, if any
- Part Number List (Manufacturer, or Dealer, or Other Source)
- Current Price List(s)/Catalog(s)
- Special Approval Form
- Exhibits and Attachments

- Attach Recommendation of MBE/WBE/DBE Analysis Form Yes No
- Is this a Revenue Producing Contract? Yes No

If Modification request, please verify and provide the following:

Contractor's Name:
 Contractor's Address:
 Contractor's e-mail Address:
 Contractor's Phone Number:
 Contractor's Contact Person:

WORK SERVICES/FACILITY MAINTENANCE SUPPLEMENTAL CHECKLIST

Required Attachments:

- Detailed Specifications (Scope of Services) including detailed description of the work, locations (with supporting detail), user department contacts, work hours/days, laborer/supervisor mix, compensation and price escalation considerations
- Bidder's qualification, contract term and extension options
- Contractor's qualifications, citation of any applicable City/State/Federal statutes or regulations, citation of any applicable technical standards
- Price Lists/Catalogs, technical drawings and other exhibits and attachments as appropriate
- If an Information Technology (IT) project valued at \$100,000.00 or more, attach approval transmittal sheet from Information Technology Governance Board (ITGB)

Risk Management:

- Will services be performed within 50 feet (50') of CTA train or other railroad property? Yes No
- Will services be performed on or near a waterway? Yes No
- Will services require the handling of hazardous/bio-waste material? Yes No
- Will services require the blocking of streets or sidewalks which may affect public safety? Yes No

Attach Recommendation of MBE/WBE/DBE Analysis Form

Yes No

Is this a Revenue Producing contract?

Yes No

If Modification or Amendment request, please verify and provide the following:

Contractor's Name:

Contractor's Address:

Contractor's e-mail Address:

Contractor's Phone Number:

Contractor's Contact Person:

**CITY OF CHICAGO
PRE-APPROVED
MODIFICATION / OVERRIDE REQUISITION**

Copy (Department)

DELIVER TO: 085-2015 O'HARE O'HARE AIRPORT Chicago, IL 60666	REQUISITION: 54661 For PO Number: 13431 PAGE: 1 DEPARTMENT: 85 - DEPT OF AVIATION PREPARER: James F Hankin NEEDED: PRE-APPROVED 11/4/2010
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REQUISITION DESCRIPTION

REQUEST MODIFICATION TO INCREASE THE VENDOR LIMIT \$90,000 FROM \$1,890,000 TO \$1,980,000 FOR PO 13431 WITH J.E. MANZI & ASSOCIATES FOR PROJECT AND CONSTRUCTION MANAGEMENT SERVICES FOR THE F.A.C.E. PROJECT AT O'HARE INT'L. AIRPORT
 SPECIFICATION NUMBER: 52245
 Mod Reason: DOLLAR AMOUNT CHANGE

COMMODITY INFORMATION

LINE	ITEM	QUANTITY	UOM	UNIT COST	TOTAL COST						
1	91268 INCREASE VENDOR LIMIT \$90,000 FROM \$1,890,000 TO \$1,980,000	90,000.00	USD	0.00	0.00						
SUGGESTED VENDOR: J E MANZI & ASSOCIATES		REQUESTED BY: James F Hankin									
DIST	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	
1	086	0751	0854971	9071	220140	0000	00000000	000000	00000	0000	0.00
LINE TOTAL:											0.00
REQUISITION TOTAL:											0.00

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.

Modification Summary Report

Contract (PO) Number: 13431

Modification Revision Number: 3

Specification Number: 52245

Name of Contractor: J E MANZI & ASSOC

City Department: DEPT OF AVIATION

Title of Contract: Project and Construction Management Services for F.A.C.E.
Project at ORD, Spec# 52245

<u>Mod Req Number</u>	<u>Mod Reason</u>	<u>Description</u>
46468	TIME EXTENSION	PO#13431, Spec#52245. Request for time extension from 12/31/2009 thru 12/31/2010, and Vendor limit increase of \$440,000.00

Term of Contract: Start Date: 11/3/2006

End Date: 12/31/2010

Procurement Services Contact Person: THOMAS MAGNO

Please refer to the DPS website for Contact information under "Doing Business With The City".

Vendor Number: 100202

Submission Date:

FEB 2 2010

Requisition No.: 46468
Specification No.: 52245
PO No.: 13431
Vendor No.: 100202A

AMENDMENT 2

This Amendment ("Amendment") is made and entered into as of the 1st day of January 2010, by and between the City of Chicago, a municipal corporation and home rule unit of local government existing under the Constitution of the State of Illinois ("City"), and J. E. Manzi & Associates, Inc. ("Consultant"). The City and Consultant are sometimes collectively referred to herein as the "Parties".

This Amendment is to an existing agreement between the Parties relating to "Project and Construction Management Services for the Facade and Circulation Enhancement Project at O'Hare International Airport" ("Agreement") and is made pursuant to Section 9.03 of the Agreement. The purpose of this Amendment is to increase the maximum compensation payable to the Consultant, extend the term of the Agreement, and to modify certain terms and conditions of the Agreement to reflect changes in laws and City policies since the date the last amendment to the Agreement.

TERMS AND CONDITIONS

The Parties agree as follows:

1. Article 2, "Duties and Responsibilities of Consultant," is amended to add the provision, "Prompt Payment," Section 2.14, as follows:

Prompt Payment

- (a) Consultant must state the requirements of this prompt payment provision in all subcontracts and Purchase Orders. If Consultant fails to incorporate these provisions in all subcontracts and Purchase Orders, the provisions of this Section 2.14 are determined to be incorporated in all subcontracts and Purchase Orders. Consultant and its Subcontractors have a continuing obligation to make prompt payment to their respective Subcontractors. Compliance with this obligation is a condition of Consultant's participation and that of its Subcontractors on the project.
- (b) Consultant must make payment to its Subcontractors within fourteen (14) days of receipt of payment from the City for each monthly invoice, but only if the Subcontractor has satisfactorily completed its Services in accordance with the Agreement and provided Consultant with all of the documents and information required of Consultant. Consultant may delay or postpone payment for a progress payment when the Subcontractor's Services or materials do not comply with the requirements of the Agreement, and Consultant is acting in good faith and not in retaliation for a Subcontractor exercising legal or contractual rights.
- (c) Consultant must make a final payment to its Subcontractors within fourteen (14) days after the Subcontractor has satisfactorily completed all of its

Services. Consultant may delay or postpone payment if the Subcontractor's Services or materials do not comply with the requirements of the Agreement, Consultant has substantial grounds for and has acted reasonably in making the determination, and Consultant is acting in good faith and not in retaliation for a Subcontractor exercising legal or contractual rights.

- (d) Consultant must make payment to Subcontractors so that they receive it within fourteen (14) days of receipt of payment from the City. Payment is deemed received by the Subcontractor at the time of hand delivery by Consultant, or three (3) calendar days after mailing by Consultant.
- (e) To the extent feasible, to facilitate the flow of information to Subcontractor, the City will post at the Resident Engineer's office a list of Consultant's payment requests, including the Subcontractors identified in them, submitted to the City Comptroller for payment and the date of payments made to Consultant by the City.
- (f) Consultant must not delay or refuse to timely submit pay requests for a Subcontractor's Services or materials. The City may construe such delay or refusal as Consultant's failure to act in good faith. "Timely", in this context, means within thirty (30) days after the portion of the Subcontractor's Services that the Subcontractor has invoiced have been provided or the materials delivered to the City (or off-site, if the Agreement permits payments for off-site delivery). In addition, Consultant must not delay or postpone payment for any undisputed portion of a Subcontractor's invoice or in connection with claims or disputes involving different pay requests on the same project or different projects.
- (g) The City will withhold payment from Consultant when the Commissioner determines that Consultant has not complied with this Section 2.14.
- (h) These provisions do not confer any rights in Subcontractors against the City. Nothing in this section is to be construed to limit the rights of and remedies available to the City.

2. Article 6, "Compliance with All Laws" is amended to add the provision, "Office of Compliance," Section 6.08, as follows:

Office of Compliance

It is the duty of any bidder, proposer, Consultant, Contractor, all Subcontractors, and every applicant for certification of eligibility for a City Agreement or program, and all officers, directors, agents, partners and employees of any bidder, proper, consultant or such applicant to cooperate with the Office of Compliance in any investigation or audit pursuant to Chapter 2-26 of the Municipal Code of Chicago. The Consultant understands and will abide by all provisions of Chapter 2-26 of the Municipal Code of Chicago. All subcontracts will inform Subcontractors of this provision and require understanding and compliance with it.

3. Article 6, "Compliance with All Laws" is amended to add the provision, "Federal Terrorist (No-Business) List," Section 6.09, as follows:

Federal Terrorist (No-Business) List

Consultant warrants and represents that neither Consultant nor an Affiliate, as defined below, appears on the Specially Designated Nationals List, the Denied Persons List, the Unverified List, the Entity List, or the Debarred List as maintained by the Office of Foreign Assets Control of the U.S. Department of the Treasury or by the Bureau of Industry and Security of the U.S. Department of Commerce or their successors, or on any other list of persons or entities with which the City may not do business under any applicable law, rule, regulation or judgment.

"Affiliate" means a person or entity which directly, or indirectly through one or more intermediaries, controls, is controlled by or is under common control with Consultant. A person or entity will be deemed to be controlled by another person or entity if it is controlled in any manner whatsoever that results in control in fact by that other person or entity, either acting individually or acting jointly or in concert with others, whether directly or indirectly and whether through share ownership, a trust, a contract or otherwise.

4. Pursuant to Article 3, Section 3.03 of the Agreement, the City and the Contractor hereby agree to extend this Contract, for a period of one (1) year effective January 1, 2010 through December 31, 2010.
5. The first sentence of Article 6, Section 6.07. (C) is hereby deleted and replaced with the following:

(c) As of July 1, 2009, the Base Wage is \$11.03 per hour.
6. Article 4, "Compensation" Section 4.03 "Funding", is amended to add the following paragraph:

The maximum compensation payable under this Agreement is increased by \$440,000.00 to an adjusted value of \$1,890,000.00. The source of funds for payments pursuant to this Amendment is Fund# 086-0751-085-4971-9071-22-0907 and any other funds made available. Payments under this Agreement must not exceed \$1,890,000.00 without a written amendment in accordance with Section 9.03 of the Agreement.
7. The Consultant has provided an Insurance Certificate and Economic Disclosure Statement, copies of which are attached to this Amendment as Attachment 1 and incorporated herein by reference.
8. Execution of this Amendment by Consultant is duly authorized by Consultant, and the signature(s) of each person signing on behalf of the Consultant have been made with complete and full authority to commit the Consultant to all terms and conditions of this Amendment, including each and every representation, certification, and warranty contained herein, or as may be required by the terms and conditions hereof.
9. All other terms and conditions of the Agreement, except as previously amended and herein modified, shall remain unchanged and remain in full force and effect.

Signature Page Follows

Signature Page

CITY OF CHICAGO

By: Richard M. Daley
Mayor

By: Steve Mc 2/3/10
Comptroller

By: James
Chief Procurement Officer

Recommended by: Loenarie S. Andalis
Commissioner, Department of Aviation
12/11/09

Consultant: J.E. Manzi & Associates, Inc.

By: [Signature]
(Signature)

Its: Joseph E. Manzi, President
(Print Name and Title)

County of Cook

State of Illinois

Acknowledged on December 10, 2009 (date)

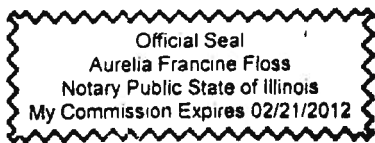
before me by Joseph E. Manzi (as)

President (title) of

J.E. Manzi & Associates, Inc. (firm)

Aurelia Francine Floss
Notary Public

February 21, 2012
(Commission expires)



Signature Page

CITY OF CHICAGO

By: Richard M. Daley
Mayor

By: [Signature] 2/3/10
Comptroller

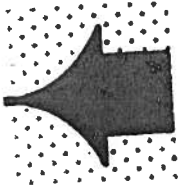
By: [Signature]
Chief Procurement Officer

Recommended by: Rosemarie S. Andalic
Commissioner, Department of Aviation
12/11/09

Consultant: J.E. Manzi & Associates, Inc.

By: [Signature]
(Signature)

Its: Joseph E. Manzi, President
(Print Name and Title)



County of Cook
State of Illinois

Acknowledged on December 10, 2009 (date)
before me by Joseph E. Manzi (as)
President (title) of
J.E. Manzi & Associates, Inc. (firm)

Aurelia Francine Floss
Notary Public February 21, 2012
(Commission expires)



INSURANCE CERTIFICATE OF COVERAGE

Named Insured: J.E. Manzi & Associates Inc
Address: 826 Busse Highway,
Park Ridge IL (Number and Street) 60068
(City) (State) (ZIP)

Specification #: _____
RFP: _____
Project #: _____
Purchase Order #: _____

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
General Liability <input type="checkbox"/> Claims made <input checked="" type="checkbox"/> Occurrence <input checked="" type="checkbox"/> Premises-Operations <input checked="" type="checkbox"/> Explosion/Collapse Underground <input checked="" type="checkbox"/> Products/Completed-Operations <input checked="" type="checkbox"/> Blanket Contractual <input checked="" type="checkbox"/> Broad Form Property Damage <input checked="" type="checkbox"/> Independent Contractors <input checked="" type="checkbox"/> Personal Injury <input type="checkbox"/> Pollution	Hartford Ins Co	84SBWCM1055	11/1/10	CSL Per Occurrence \$ <u>1,000</u> General Aggregate \$ <u>2,000</u> Products/Completed Operations Aggregate \$ <u>2,000</u>
Automobile Liability Hired & Non-Owned Only	Hartford Ins Co	84SBWCM1055	11/1/10	CSL Per Occurrence \$ <u>1,000</u>
<input type="checkbox"/> Excess Liability <input checked="" type="checkbox"/> Umbrella Liability	Hartford Ins Co	84SBWCM1055	11/1/10	Each Occurrence \$ <u>1,000</u>
Worker's Compensation and Employer's Liability	Hartford Ins Co	84WBGFN9027	11/1/10	Statutory/Illinois Employers Liability \$ <u>1,000</u>
Builders Risk/Course of Construction				Amount of Contract
Professional Liability				\$ _____
Owner Contractors Protective				\$ _____
Other				\$ _____

- 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	Signature of Authorized Rep. <u>Audie Baillet</u>
Certificate Holder/Additional Insured	Agency/Company: <u>ACEC/Marsh</u>
City of Chicago Department of Procurement Services 121 N. LaSalle St., # 403 Chicago, IL 60602	Address: <u>701 Market #1100, St. Louis, MO 63101</u>
	Telephone: <u>800-338-1391</u>

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

Address: _____ ZIP Code: _____ Attention: _____

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policies above.



CERTIFICATE OF LIABILITY INSURANCE

OP ID KL
MANZI01

DATE (MM/DD/YYYY)

12/14/09

PRODUCER ACEC/MARSH 701 Market St., Ste. 1100 St. Louis MO 63101 Phone: 800-338-1391 Fax: 888-621-3173		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED J.E. Manzi & Associates, Inc. 826 Busse Highway Park Ridge IL 60068			
		INSURER A: Beazley Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMPROP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab.	V15RGK09PNPA	03/05/09	03/05/10	Per Claim \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER CITY OF CHICAGO DEPARTMENT OF PROCUREMENT SERVICES 121 N. LA SALLE ROOM 403 CHICAGO IL 60602	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>Sandra R. Gallet</i>
--	---

ACORD 25 (2009/01)

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RE: J.E. MANZI PO#13431 NCRB/electric vote

Seimetz, Karen

Sent: Monday, November 08, 2010 4:07 PM

To: Cygan, Jeanette; Loboda, Steve; Moran, Kevin; Butler, Richard; Glavin.Terrence@ex.cityofchicago.org

I approve the vendor limit increase for J.E. Manzi & Associates. Thanks.

-----Original Message-----

From: Cygan, Jeanette

Sent: Monday, November 08, 2010 3:08 PM

To: Loboda, Steve; Seimetz, Karen; Moran, Kevin; Butler, Richard;

Glavin.Terrence@ex.cityofchicago.org

Subject: J.E. MANZI PO#13431 NCRB/electric vote

BOARD MEMBERS:

The Interim Board Meeting for J. E. Manzi for Wednesday, November 9th has been cancelled and the following change has been made..

I am bringing to you the J. E. Manzi (PO# 13431) packet to you for your review.

Upon your review (per Jamie L. Rhee's request) please vote electronically and forward to all Board Members - also Jamie L. Rhee and myself.

Please do this at your earliest convenience.

Per Jamie L. Rhee, CPO

jeanette Cygan

RE: J.E. MANZI PO#13431 NCRB/electric vote

Loboda, Steve

Sent: Monday, November 08, 2010 4:04 PM

To: Seimetz, Karen; Moran, Kevin; Butler, Richard; Glavin.Terrence@ex.cityofchicago.org

Cc: Rhee, Jamie; Cygan, Jeanette

I concur with this request and vote yes to proceed with approval of the vendor limit increase for J.E. Manzi.

-----Original Message-----

From: Cygan, Jeanette

Sent: Monday, November 08, 2010 3:08 PM

To: Loboda, Steve; Seimetz, Karen; Moran, Kevin; Butler, Richard; Glavin.Terrence@ex.cityofchicago.org

Subject: J.E. MANZI PO#13431 NCRB/electric vote

BOARD MEMBERS:

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Please do this at your earliest convenience.

Per Jamie L. Rhee, CPO

jeanette Cygan

Re: J.E. MANZI PO#13431 NCRB/electric vote

Moran, Kevin

Sent: Tuesday, November 09, 2010 9:09 AM

To: Butler, Richard; Seimetz, Karen; Cygan, Jeanette; Loboda, Steve; Glavin.Terrence@ex.cityofchicago.org

Based on the additional information, I vote 'yes' for the request to increase the vendor limit.

----- Original Message -----

From: Butler, Richard

Sent: Monday, November 08, 2010 05:47 PM

To: Moran, Kevin; Seimetz, Karen; Cygan, Jeanette; Loboda, Steve;

Glavin.Terrence@ex.cityofchicago.org <Glavin.Terrence@ex.cityofchicago.org>

Subject: RE: J.E. MANZI PO#13431 NCRB/electric vote

(1)There will be a new contract for Manzi beginning January 1, 2011 recently approved by the NCRB expected to cover anticipated issues for 2011.

(2)There are no more extensions remaining in the base term contract therefore the electronic vote will increase the vendor limit for remaining year 2010 to cover anticipated repairs and will expire 12/31/2010.

(3)DPS will request a current COI policy prior to contract award.

I left a VM for you to discuss this matter a few moments ago, feel free to contact me (24500) in the morning as we are moving to expedite this pending matter.

Thank You for your consideration.

-----Original Message-----

From: Moran, Kevin

Sent: Monday, November 08, 2010 5:25 PM

To: Seimetz, Karen; Cygan, Jeanette; Loboda, Steve; Butler, Richard;

Glavin.Terrence@ex.cityofchicago.org

Subject: RE: J.E. MANZI PO#13431 NCRB/electric vote

All,

I have a couple of concerns about approving this request (these may not be relevant to NCRB so please excuse me as I learn the rules/processes.)

1. What if more weld issues are found? Will CDA be requesting another extension?
2. It appears that the vendors insurance lapsed as of November 1. Is this an issue?

Thanks,

--Kevin Moran

-----Original Message-----

From: Seimetz, Karen

Sent: Monday, November 08, 2010 4:08 PM

To: Cygan, Jeanette; Loboda, Steve; Moran, Kevin; Butler, Richard;

Glavin.Terrence@ex.cityofchicago.org

Subject: RE: J.E. MANZI PO#13431 NCRB/electric vote

I approve the vendor limit increase for J.E. Manzi & Associates. Thanks.

-----Original Message-----

From: Cygan, Jeanette

RE: J.E. MANZI PO#13431 NCRB/electric vote

Butler, Richard

Sent: Monday, November 08, 2010 5:48 PM

To: Seimetz, Karen; Cygan, Jeanette; Loboda, Steve; Moran, Kevin; Glavin.Terrence@ex.cityofchicago.org

I approve of the request to increase the vendor limit.

-----Original Message-----

From: Seimetz, Karen

Sent: Monday, November 08, 2010 4:08 PM

To: Cygan, Jeanette; Loboda, Steve; Moran, Kevin; Butler, Richard; Glavin.Terrence@ex.cityofchicago.org

Subject: RE: J.E. MANZI PO#13431 NCRB/electric vote

I approve the vendor limit increase for J.E. Manzi & Associates. Thanks.

-----Original Message-----

From: Cygan, Jeanette

Sent: Monday, November 08, 2010 3:08 PM

To: Loboda, Steve; Seimetz, Karen; Moran, Kevin; Butler, Richard; Glavin.Terrence@ex.cityofchicago.org

Subject: J.E. MANZI PO#13431 NCRB/electric vote

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Please do this at your earliest convenience.

Per Jamie L. Rhee, CPO

jeanette Cygan

FW: J.E. MANZI PO#13431 NCRB/electric vote

Glavin, Terrence

Sent: Tuesday, November 09, 2010 3:51 PM

To: Cygan, Jeanette

Terrence D. Glavin
General Counsel
City of Chicago - Department of Procurement Services
(312) 744-0851
terrence.glavin@cityofchicago.org

From: Glavin, Terrence
Sent: Tuesday, November 09, 2010 3:22 PM
To: Butler, Richard; Loboda, Steve; Seimetz, Karen; Glavin, Terrence; Moran, Kevin
Subject: RE: J.E. MANZI PO#13431 NCRB/electric vote

Before voting, I would want to see a memo detailing the vendor's hourly rate throughout the term of the contract; hours worked each week; and description of work performed during each hour. Pardon me if this information is already in the packet, but I do not see it.

The previous limit was based on 40 hours per week at a set rate. Has the vendor been working more than 40 hours per week? This information should be documented before approving what I believe is a 20% vendor limit increase.

Terrence D. Glavin
City of Chicago - Department of Procurement Services
(312) 744-0851
terrence.glavin@cityofchicago.org

From: Cygan, Jeanette
Sent: Tuesday, November 09, 2010 2:42 PM
To: Glavin, Terrence
Subject: FW: J.E. MANZI PO#13431 NCRB/electric vote

From: Moran, Kevin
Sent: Tuesday, November 09, 2010 9:09 AM
To: Butler, Richard; Seimetz, Karen; Cygan, Jeanette; Loboda, Steve;
'Glavin.Terrence@ex.cityofchicago.org'
Subject: Re: J.E. MANZI PO#13431 NCRB/electric vote

Based on the additional information, I vote 'yes' for the request to increase the vendor limit.

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From: Butler, Richard
Sent: Monday, November 08, 2010 05:47 PM
To: Moran, Kevin; Seimetz, Karen; Cygan, Jeanette; Loboda, Steve;
Glavin.Terrence@ex.cityofchicago.org <Glavin.Terrence@ex.cityofchicago.org>
Subject: RE: J.E. MANZI PO#13431 NCRB/electric vote

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From: Moran, Kevin
Sent: Monday, November 08, 2010 5:25 PM
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Subject: RE: J.E. MANZI PO#13431 NCRB/electric vote

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Thanks,

--Kevin Moran

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jeanette Cygan