



DEPARTMENT OF PROCUREMENT SERVICES  
CITY OF CHICAGO

MEMORANDUM

**To:** The Honorable Carrie M. Austin  
Chairman, Committee on the Budget & Government Operations

**From:** Jamie L. Rhee  
Chief Procurement Officer  
Department of Procurement Services

**CC:** Samantha Fields  
Mayor's Office of Legislative Counsel & Government Affairs

**Date:** November 2, 2016

**Re:** Request for Information from Annual Appropriation Committee Hearing

**ID#:** 35-01

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The attached information is in response to questions posed at our department's hearing on October 28, 2016 to discuss the proposed 2017 budget.

Alderman Hairston (5<sup>th</sup> Ward) asked to provide details of the 5 waivers issued in 2016 and what areas were they in.

Response: See Attachment A: 2016 Waivers

Please feel free to contact me directly with any further questions or concerns.

# 2016 MBE/WBE Waiver Report

Spec#	PO#	Contract Type	Description of Services	Contractor Name	Full or Partial	Comments
120190	33795	Hvy Equip	Parts and Service Snow Equipment and Accessories	Steve's Equipment Service	<b>Partial</b>	Vendor is an authorized distributor of parts; No direct subcontracting opportunities available.
105182	26602	Pro Serv	Legislative Consulting	William Filan	<b>Full</b>	Independent Contractor; No direct subcontracting opportunities available.
147169	34212	Pro Serv	Legislative Electronic Document Management System	Granicus, Inc.	<b>Full</b>	Maintenance and support services for hardware and software; Vendor is the developer/designer of the system.
101447	28777	Pro Serv	Library Materials and Services - Non Print Materials (CDs and DVDs)	Midwest Tape	<b>Full</b>	Vendor performs the acquisition and distribution of audiovisual materials; No direct subcontracting opportunities available.
109102	29728	Pro Serv	Automatic vehicle location hardware, software, license, maintenance and support	Webtech Wireless, Inc.	<b>Partial</b>	GFE documented; Vendor committing to 25% MBE participation.



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**Re:** Request for Information from Annual Appropriation Committee Hearing

**ID#:** 35-02

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The attached information is in response to questions posed at our department's hearing on October 28, 2016 to discuss the proposed 2017 budget.

Alderman Brendan Reilly (42<sup>nd</sup> Ward) asked to identify how many union staff positions the Department has.

Response: See Attachment B: DPS Identified Union Staff.

Please feel free to contact me directly with any further questions or concerns.

**Department of Procurement Services - Union Titles**

<b>Number</b>	<b>Title</b>
1	Foreman of Pipe/Salvage Yard
2	Adm Asst II
1	Clerk III
<b>Vacant</b>	AA III
2	Clerk IV
3	Personal Computer Op III
<b>Vacant</b>	AA III
1	Repro Tech III
1	Staff Assistant
1	Stores Laborer
1	PR Rep III
11	Procurement Specialist
4	Sr. Cert/Compliance Officer
9	Cert/Compliance Officer

**Total employees = 39**