



City of Chicago  
Richard M. Daley, Mayor

Department of  
Procurement Services

Montel M. Gayles  
Chief Procurement Officer

City Hall, Room 403  
121 North LaSalle Street  
Chicago, Illinois 60602

(312) 744-4900  
(312) 744-2949 (TTY)

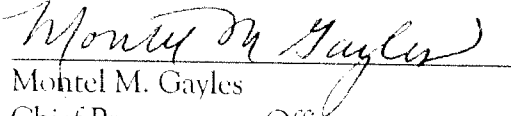
<http://www.cityofchicago.org>

## MEMORANDUM

Date: October 30, 2008

To: Richard Monocchio, Acting Commissioner  
Department of Buildings

Attn: James Harney

From:   
Montel M. Gayles  
Chief Procurement Officer

RE: Emergency Board- Up Request

Vendor Number: 50080362  
PO Number: 18675

Amount: \$11,626.00  
Req No: 40002

Pursuant to Section 5/8-10-5 of the Municipal Purchasing Act, I am authorizing you to make one (1) Emergency Purchase for Board-Up Services for the Department of Buildings, from **A & D Property Services**. 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 board-up services for the six (6) locations requested in your letter dated September 4, 2008 in the amount totaling \$ 11,626.00. Any amount in excess of the \$ 11,626.00 approved here shall be subject to additional authorization and shall be limited so as not to exceed the \$250,000.00 limit established by statute.

cc: File  
MMG File  
M. Hopkins, DOB  
B. Whittaker  
S. Ward

NEIGHBORHOODS





City of Chicago  
Richard M. Daley, Mayor

**Department of Buildings**

Richard Monocchio  
Acting Commissioner

**Permitting Services**

City Hall, Room 900  
121 North LaSalle Street  
Chicago, Illinois 60602  
(312) 744-8670  
(312) 744-7839 (FAX)

**Inspectional Services**

120 North Racine Avenue  
1st Floor  
Chicago, Illinois 60607  
(312) 743-7200  
(312) 743-7435 (FAX)

**Neighborhood Permit Centers**

2550 West Addison Street  
Chicago, Illinois 60618  
(312) 742-2560  
(312) 742-2566 (FAX)

4770 South Kedzie Avenue  
Chicago, Illinois 60632  
(312) 745-4240  
(312) 745-4340 (FAX)

2006 East 95th Street  
Chicago, Illinois 60617  
(312) 745-0995  
(312) 745-2018 (FAX)

<http://www.cityofchicago.org>

**MEMORANDUM**

To: Montel Gayles  
Acting Chief Procurement Officer

From: Richard Monocchio *RM*  
Acting Commissioner

Date: September 4, 2008

Subject: Emergency Board Ups

Pursuant to the direction of your office, the Department of Buildings contacted three board up contractors to perform services while contract negotiations are proceeding with the firm recently selected pursuant to a Request for Proposal. The three companies are:

A&D  
Emergency Restoration Services  
Ace Board Up

Each was requested to give a lump sum bid for the 7 addresses listed below:

- 6411 S. Kedvale
- 3132 W. 15th Pl.
- 2846 N. Mulligan Ave.
- 1434 S. Springfield
- 8380 S. Kerfoot Ave.
- 9201 S. Greenwood
- 9205 S. Greenwood

Contractors were given until 3:00 p.m. today (09/04/08) to respond. A&D was the only respondent, with a bid of \$11,626.00, which the Department considers reasonable based on historical data.

Therefore the work was awarded to A& D Property Services.

Should you have any questions, please do not hesitate to contact me.

cc: Marlene Hopkins  
James Harney  
Sonji Ward

**NEIGHBORHOODS**



A & D PROPERTY SERVICES, INC.  
PROPOSAL #

DATE: 9/4/2008

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PROPOSAL SUBMITTED TO:

WORK TO BE PERFORMED AT:

COMPANY: CITY OF CHICAGO

STREET: LISTED BELOW

NAME: JAMES HARNEY

CITY: CHICAGO

ADDRESS:

STATE: IL

WE HEREBY PROPOSE TO PERFORM ALL THE LABOR AND MATERIALS NECESSARY FOR THE COMPLETION OF:

TOTAL BOARD UP OF THE PROPERTIES LISTED BELOW INCLUDING GARAGES:

6411 S KEDVALE *-now a/c*

3132 W 15TH PLACE

2846 N MULLIGAN AVE *Frank*

1434 S SPRINGFIELD AVE

8380 S KERFOOT AVE *Travis*

9201 S GREENWOOD

9205 S GREENWOOD

THE ABOVE WORK WILL BE COMPLETED IN A SUBSTANTIAL WORKMAN LIKE MANNER FOR THE SUM OF: ELEVEN THOUSAND, SIX HUNDRED & TWENTY FIVE DOLLARS 11,625.00

A&D PROPERTY SERVICES, INC.  
7346 SOUTH EXCHANGE  
CHICAGO, IL 60649

RESPECTFULLY SUBMITTED

A&D PROPERTY SERVICES, INC.

PER

Notes: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED.

ACCEPTANCE  
DATE

SIGNATURE

SIGNATURE

*Richard J. Morrison*  
9/3/08