



City of Chicago  
Richard M. Daley, Mayor

Department of  
Procurement Services

David E. Malone  
Chief Procurement Officer

City Hall, Room 403  
121 North LaSalle Street  
Chicago, Illinois 60602  
(312) 744-4900  
(312) 744-2949 (TTY)

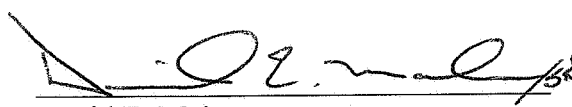
<http://www.cityofchicago.org>

## MEMORANDUM

Date: January 9, 2004

To: Michael McCue, Commissioner  
Department of General Services

Attn: Raffi Sarrafian

From:   
David E. Malone  
Chief Procurement Officer

Re: Emergency Request Rental of Floor Mats

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Pursuant to Section 5/8-10-5 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from Dustcatchers Inc. 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 the Rental of Floor Mats in the amount of \$40,000.00 as requested in your letter of January 8, 2004. Any amount in excess of the \$40,000.00 approved here shall be subject to additional authorization and shall be limited so as not to exceed the \$40,000 limit established by statute.

cc:S. Geocaris  
B. Humphrey





City of Chicago  
Richard M. Daley, Mayor

Department of General Services

Michael C. McCue  
Commissioner

Suite 3700  
30 North LaSalle Street  
Chicago, Illinois 60602-2586  
(312) 742-3124  
(312) 744-9883 (FAX)

<http://www.cityofchicago.org>

## MEMORANDUM

04 JAN -8 PM 1:22

TO: Steve Geocaris  
Managing Deputy Procurement Officer  
Department of Procurement Services

FROM: Raffi Sarrafian *RS*  
Contract Administrator  
Department of General Services

RE: Request for Rental of Floor Mats  
Emergency Contract

DATE: 8 January 2004

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The Department of General Services has an operational emergency that prompts this request for another emergency rental of floor mats contract with Dustcatchers.

A few months ago, DGS was granted authorization for an emergency contract with Dustcatchers for the rental of floor mats. The \$40,000 limit on that emergency contract nears and the specification for the rental of floor mats has not been advertised. Operationally, DGS needs to have floor mats in facilities. DGS approached companies, including those in the MBE/WBE directory, to seek proposals for an emergency contract. Unfortunately, those other companies informed DGS that they were not interested in a short term contract; they don't have the inventory and didn't want to purchase it for a short term. Hence DGS submits this request for another emergency contract with Dustcatchers.

The term of this request would be either until a new contract is awarded or when the \$40,000 limit is reached, whichever comes first.

If you have any questions, please contact me at x2.1974.



# **DUST CATCHERS, INC.**

**A Logo  
Mat**

8801 SOUTH CHICAGO AVE. • CHICAGO, IL 60617-2445  
1-800-525-8010 • FAX (773) 768-9041  
E-MAIL DUSTCOINC@AOL.COM  
WWW.A-LOGOMAT.COM

## **PROPOSED**

**Dustcatchers agrees to service the following locations with mats on any every other week service or on any every four-week service as designated.**

**This service will be provided until either the emergency funding of \$ 40,000.00 has been expended or the contract for the mat service has been awarded and the company who receives the contract is ready to install.**

**If the funding is expended before the contract is awarded Dustcatchers will stop service to all locations unless informed that a new emergency funding has been approved.**

**Group 1 will be serviced on an every 2-week schedule  
Group 2 will be serviced on an every 4- week schedule**

### **Unit Rates Are As follows**

**3x5 @ \$ 3.75 ea  
3x10 @ \$ 7.50 ea  
4x6 @ \$ 6.00 ea  
4x8 @ \$ 8.00 ea  
6x12 we will substitute 2-3x10 @ the above rate**

**Minimum @ \$ 45.00 per location per delivery**

**Respectfully Submitted**

*Paul C. Coffel*

**"THE FLOOR MAT SPECIALISTS"**

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## Sites to Receive Temporary Floor Mat Service Every 2 Weeks

User Departments	Facility Name	Number	Dir	Street	Zone	Rate	Rate + 1/2%
Aging	Copernicus Aging Center (NW)	3160	N.	Milwaukee Ave.	1	\$ 45.50	\$ 46.18
Aging	Southwest Center	6117	S.	Kedzie Ave.	3	\$45.00	\$45.00
Aging	Levy Center (NE)	2019	W.	Lawrence Ave.	2	\$45.00	\$45.00
Aging	Atlas Center (SE)	1767	E.	79th St.	4	\$45.00	\$45.00
Aging/MOPD	Central West Regional Office	2102	W.	Ogden Ave.	5	\$ 48.75	\$ 49.48
Animal Control	Lee Animal Center	2741	S.	Western Ave.	5	\$ 52.50	\$ 53.29
Chicago Public Library	West Belmont Library	3104	N.	Narragansett Ave.	1	\$ 60.00	\$ 60.90
Chicago Public Library	Woodson Regional Library	9525	S.	Halsted St.	3	\$ 52.50	\$ 53.29
Chicago Public Library	Lincoln Belmont Library	1659	W.	Melrose	2	\$ 80.50	\$ 81.71
Chicago Public Library	Sulzer Library	4455	N.	Lincoln Ave.	2	\$ 64.00	\$ 64.96
Chicago Public Library	Thurgood Marshall Library	7506	S.	Racine Ave.	3	\$ 62.50	\$ 63.44
Chicago Public Library	Austin Library	5615	W.	Race Ave.	1	\$ 52.50	\$ 53.29
Chicago Public Library	Roden Library	6083	N.	Northwest Highway	1	\$ 45.00	\$ 45.68
Chicago Public Library	Chicago Bee Library	3647	S.	State St.	4	\$ 52.50	\$ 53.29
Chicago Public Library	Austin/Irving Branch	6100	W.	Irving Park Rd.	1	\$ 50.50	\$ 51.26
Chicago Public Library	Wrightwood Branch	2519	W.	79th St	3	\$ 58.50	\$ 59.38
Chicago Public Library	Beverly Library	2121	W.	95th St.	3	\$ 50.25	\$ 51.00
Chicago Public Library	Lozano Library	1805	S.	Loomis St.	5	\$ 66.50	\$ 67.50
Chicago Public Library	Chinatown Library	2353	S.	Wentworth Ave.	4	\$45.00	\$45.00
Chicago Public Library	Mabel Manning Library	6	S.	Hoyne St.	5	\$ 50.50	\$ 51.26
Chicago Public Library	Near North Branch Library	310	W.	Division St.	2	\$45.00	\$45.00
Cultural Affairs	Cultural Center	78	E.	Washington	2	\$ 80.50	\$ 81.71
Cultural Affairs/Water	Water Pumping Station	163	E.	Pearson	2	\$45.00	\$45.00
Fleet Management	Fuel Site/Shop Facility	10101	S.	Stony Island	4	\$ 46.00	\$ 46.69
General Services	NPV Nature Center - Bldg. D	5801	N.	Pulaski Rd.	1	see below	see below
General Services	NPV Administrative Building - Bldg. C	5801	N.	Pulaski Rd.	1	\$ 58.50	\$ 59.38
General Services	NPV Gymnastics Center	5801	N.	Pulaski Rd.	1	see above	see above
General Services	Trades	1685	N.	Throop St.	2	\$ 45.00	\$ 45.68
Health	Pilsen Health Center/Lower West NHC	1713	S.	Ashland Ave.	5	\$ 52.50	\$ 53.29
Health	North River Behavioral Health Ctr.	5801	N.	Pulaski Rd.	1	see line 21	see line 21
Health	Roseland N.H.C.	200	E.	115th St.	3	\$ 127.50	\$ 129.41
Health	Englewood Health Center	641	E.	63rd St.	4	\$ 97.50	\$ 98.96
Health	Southwest MHC	1140	W.	79th St.		\$ 52.50	\$ 53.29
Health	Lakeview Clinic	2849	N.	Clark St.	2	\$45.00	\$45.00
Health	Sachs Clinic/WSDC	2160	W.	Ogden Ave.	5	\$ 142.50	\$ 144.64
Health	South East Health Center	2938	E.	89th St.	4	\$ 51.75	\$ 52.53

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## Sites to Receive Temporary Floor Mat Service Every 2 Weeks

User Departments	Facility Name	Number	Dir.	Street	Zone	Rate	Rate + 1/2%
Health	Uptown Health Center	845	W.	Wilson Ave.	2	\$ 48.00	\$ 48.72
Health	Westtown Health Center	2418	W.	Division St.	1	\$ 52.50	\$ 53.29
Health	North Town/Rogers Park	1607	W.	Howard St.	2	\$ 49.50	\$ 50.24
Human Services	Trina Davila Community Center	4345	W.	Armitage Ave.	1	\$ 46.50	\$ 47.20
Human Services/Health	Garfield Community Center	10	S.	Kedzie Ave.	5	\$ 163.75	\$ 166.21
Human Services/Health	Martin Luther King Comm. Center	4314	S.	Cottage Grove	4	\$ 111.50	\$ 113.17
Police Department	Police Headquarters (New)	3510	S.	Michigan Ave.	5	\$ 90.00	\$ 91.35
Police Department	02 District w/Fuel (Area 01)	5101	S.	Wentworth Ave.	4	\$ 82.50	\$ 83.74
Police Department	04th District	2255	E.	103rd St.	4	\$ 123.75	\$ 125.61
Police Department	Mounted Patrol (Park District)	7059	S.	South Shore Dr.	4	\$ 46.25	\$ 46.94
Police Department	03rd District	7040	S.	Cottage Grove	4	\$ 81.00	\$ 82.22
Police Department	16th District	5151	N.	Milwaukee Av.	1	\$ 147.00	\$ 149.21
Police Department	21st District	300	E.	29th St.	4	\$ 87.75	\$ 89.07
Police Department	05th District (Area 02)	727	E.	111th St.	3	\$ 82.50	\$ 83.74
Police Department	18th District	1160	N.	Larabee	2	\$ 147.00	\$ 149.21
Police Department	25th District (Area 05)	5555	W.	Grand Ave.	1	\$ 332.00	\$ 336.98
Police Department	13th District	937	N.	Wood St.	2	\$ 46.50	\$ 47.20
Police Department	12th District	100	S.	Racine Ave.	5	\$ 106.50	\$ 108.10
Police Department	10th District	2259	S.	Damen Ave.	5	\$ 67.50	\$ 68.51
Police Department	19th District (Area 03)	2452	W.	Belmont Ave.	1	\$ 63.00	\$ 63.95
Police Department	11th District (Area 04)	3151	W.	Harrison	5	\$ 46.50	\$ 47.20
Police Department	14th District	2150	N.	California Ave.	1	\$ 81.50	\$ 82.72
Police Department	20th District	5400	N.	Lincoln Ave.	2	\$ 147.00	\$ 149.21
Police Department	Training Academy	1300	W.	Jackson Blvd.	5	\$ 120.00	\$ 121.80
Police Department	06th District	7808	S.	Halsted St.	3	\$ 56.25	\$ 57.09
Revenue	Admin. Hearings/Payment Center	800	N.	Kedzie Ave.	1	\$ 45.00	\$ 45.68
Revenue	Admin. Hearings/Payment Center	2550	W.	Addison St.	1	\$ 45.00	\$ 45.68
Revenue	Admin. Hearings/Payment Center	2006	E.	95th St.	4	\$ 45.00	\$ 45.68
Revenue	Parking Enforcement	2735	N.	Ashland Av.	2	\$ 45.00	\$ 45.68
Streets & Sanitation	19th & 34th Ward Yards	900	E.	103rd St.	4	\$ 50.50	\$ 51.26
Streets & Sanitation	Loop Operations	351	E.	Randolph	6	TBD	TBD
Streets & Sanitation	07th & 10th Ward Yard	9211	S.	Ewing Ave.	4	\$ 63.00	\$ 63.95
Streets & Sanitation	01st & 27th Ward Yard	2505	W.	Grand Ave.	1	\$ 60.00	\$ 60.90
Streets & Sanitation	Skyway Administration	8801	S.	Anthony Ave.	4	\$ 60.00	\$ 60.90
Transportation	Bureau of Inspections	2350	W.	Ogden Ave.	5	\$ 46.50	\$ 47.20

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## Sites to Receive Temporary Floor Mat Service Every 2 Weeks

User Departments	Facility Name	Number	Dir	Street	Zone	Rate	Rate + 1/2%
				Total		\$ 4,848.00	\$ 4,916.00

\$

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## Sites To Receive Temporary Floor Mat Service Every 4 Weeks

User Departments	Facility Name	Number	Dir	Street	Zone	Rate
Chicago Public Library	Blackstone Library	4904	S.	Lake Park Ave.	4	\$ 45.00
Chicago Public Library	Bezazian Library	1226	W.	Ainslie St.	2	\$ 45.00
Chicago Public Library	Bessie Coleman Library	731	E.	63rd St.	4	\$ 45.00
Chicago Public Library	Avalon Library	8828	S.	Stony Island	4	\$ 45.00
Chicago Public Library	Eckhart Park Library	1371	W.	Chicago Ave.	3	\$ 45.00
Chicago Public Library	Altgeld (CHA) Library	950	E.	132nd Pl.	3	\$ 45.00
Chicago Public Library	Albany Park Library	5150	N.	Kimball Ave.	1	\$ 45.00
Chicago Public Library	Richard J. Daley Center Library	3400	S.	Halsted St.	5	\$ 45.00
Chicago Public Library	Brainerd Library	8945	S.	Loomis	3	\$ 45.00
Chicago Public Library	Rogers Park Library	6907	N.	Clark St.	2	\$ 45.00
Chicago Public Library	Jeffery Manor Library	2401	E.	100th St.	4	\$ 45.00
General Services	Burnside Community Center	9059	S.	Cottage Grove		\$ 45.00
Health	Warehouse	1820	N.	Besly Ct.	2	\$ 45.00
Health	Northwest Mental Health Branch	2354	N.	Milwaukee Ave.	1	\$ 45.00
Health	Near North WIC Program	907	N.	Larabee St.	5	\$ 45.00
Health	Iron's Clinic Cook County	3525	S.	Michigan Ave.	4	\$ 45.00
Health	Michael Reese Hospital	530	E.	31st St.	4	\$ 45.00
Health	Lead/Supply	2133	W.	Lexington		\$ 45.00
Police Department	Area 01 Garage	5219	S.	Wentworth Ave.	4	\$ 45.00
Police Department	23rd District	3600	N.	Halsted St.	2	\$ 45.00
Police Department	17th District	4461	N.	Pulaski Rd.	1	\$ 45.00
Police Department	Internal Affairs	1101	W.	Monroe St.	5	\$ 45.00
Police Department	Homan Square	3340	W.	Fillmore St.	5	\$ 45.00
Police Department	15th District	5327	W.	Chicago Ave.	1	\$ 45.00
Police Department	Area 04 Garage	3104	W.	Harrison	5	\$ 45.00
Streets & Sanitation	04th Ward Yard	4415	S.	Cottage Grove	4	\$ 45.00
Streets & Sanitation	03rd Ward Yard	5021	S.	Wabash Ave.	4	\$ 45.00
Streets & Sanitation	15th & 18th Ward Yard	1756	W.	74th St.	3	\$ 45.00
Streets & Sanitation	11th Ward Yard (new)	1637	W.	Pershing Rd.	3	\$ 45.00

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User Departments	Facility Name	Number	Dir	Street	Zone	Rate
Streets & Sanitation	49th & 50th Ward Yards/Salt Station	6441	N.	Ravenswood Ave.	2	\$ 45.00
Streets & Sanitation	24th Ward Yard	1817	S.	Pulaski Rd.	5	\$ 45.00
Streets & Sanitation	22nd Ward Yard	3400	S.	Lawndale Ave.	5	\$ 45.00
Streets & Sanitation	20th Ward Yard	6401	S.	Evans Ave.	4	\$ 45.00

Total \$ 3,375.00

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