



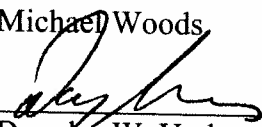
## DEPARTMENT OF PROCUREMENT SERVICES

# MEMORANDUM

**Date:** December 27, 2007

**To:** Suzanne Malec-McKenna, Commissioner  
Department of Environment

**Attn:** Michael Woods

**From:**   
Douglas W. Yerkes, P.E.  
Acting Chief Procurement Officer

**Re:** Emergency Purchase Authorization

Vendor Number:	1021227-10	Amount:	\$72,921.64
PO Number:	16731	RX Number:	35819

Pursuant to Section 2-92-644 of the Municipal Purchasing Act, I am authorizing you to make an Operational Emergency purchase from SET Environmental, Inc. based upon information received from members of your staff, I have determined that this procurement is necessary to meet a bona fide operating emergency.

You are hereby authorized to procure 'Household Hazardous Waste Collection Services at 1150 N. North Branch' in the amount of \$72,921.64 as requested in your letter dated November 14, 2007. Any amount in excess of the \$72,921.64 herein will be subject to additional authorization and will be limited so as not to exceed the \$250,000.00 limit established by statute.

cc: Mark Hands  
Claude Humphrey  
Lorel Blameuser  
Environment - M. Woods  
Scan  
File (Specification Number: 49021)

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MEMORANDUM

City of Chicago  
Richard M. Daley, Mayor

Department of Environment

Suzanne Malec-McKenna  
Commissioner

Twenty-fifth Floor  
30 North LaSalle Street  
Chicago, Illinois 60602-2575  
(312) 744-7606 (Voice)  
(312) 744-6451 (FAX)  
(312) 744-3586 (TTY)

http://www.cityofchicago.org

**TO:** Douglas W. Yerkes  
Acting Chief Procurement Officer  
Department of Procurement Services

**ATTN:** Lorel Blameuser

**FROM:** Suzanne Malec-McKenna *Suzanne Malec-McKenna*  
Commissioner

**RE:** Emergency Contract Request – SET Environmental, Inc.

**DATE:** November 14, 2007

As stated in a previous e-mail, the Department of Environment had to dispatch SET Environmental, Inc. for various emergencies to provide household hazardous waste collections at 1150 N. North Branch on the following dates.

Invoice Date	Invoice Amount	Invoice No.
5/30/2007	\$14,864.00 (\$12,444.40 was paid and \$2,078.36 is the remaining balance).	0003960
6/30/2007	\$10,153.75	0005040
7/31/2007	\$14,018.50	0006233
8/31/2007	\$13,555.00	0006953
8/31/2007	\$ 2,785.00	0007318
9/30/2007	\$13,190.50	0007849
<b>Total</b>	<b>\$55,781.11</b>	

Attached please find the requisition and invoices for the above aforementioned emergency response for immediate payment.

If you have any questions or require additional information, please contact Michael Woods at 744-9131. Thank you in advance for your assistance.

cc: Bo Humphrey (DPS)  
Michael Woods (DOE)  
Kevin Schnoes (DOE)  
Lynn Jackson-Terry (DOE)

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