

Contract Summary Sheet

Contract (PO) Number: 142905

Specification Number: 1209115

Name of Contractor: MAT LEASING INC

City Department: DEPT OF STREETS & SANITATION

Title of Contract: EMERGENCY TREE REMOVAL SERVICES

Term of Contract: **Start Date:** 8/17/2020

End Date: 2/28/2021

Dollar Amount of Contract (or maximum compensation if a Term Agreement) (DUR):
\$220,971.25

Brief Description of Work: EMERGENCY TREE REMOVAL SERVICES

Procurement Services Contract Area: WORK SERVICES / FACILITIES MAINT.

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

Vendor Number: 1008945

Submission Date: 11/22/21




CITY OF CHICAGO

DEPARTMENT OF PROCUREMENT SERVICES

MEMORANDUM

To: John F. Tully Jr., Commissioner
Department of Streets and Sanitation

From: 
Shannon E. Andrews *my*
Chief Procurement Officer

Re: Emergency Procurement Request: Tree Debris Removal Services

Date: January 22, 2021

Specification No.: 1209115
PO/Contract No.: 142905
Amount: \$220,971.25

Pursuant to Section 65 ILCS 5/8-10-5 of the Municipal Purchasing Act, Section 2-92-644 of the Municipal Code of Chicago, this memorandum confirms prior authorization based on notification made to the Department of Procurement Services ("DPS") on August 12, 2020 and your emergency request submitted on January 11, 2021, for costs incurred for emergency tree debris removal services. Based upon the information received from your office, it has been determined that this procurement was necessary to meet a bona fide public safety emergency.

You are hereby authorized to pay **Mat Leasing** in the amount of **\$220,971.25** as requested in the invoice dated November 9, 2020. Any amount in excess of \$220,971.25, will require additional authorization and will be limited so as not to exceed the \$500,000.00 limit established by statute.

Cc. File (Spec: 1209115)
Monica Jimenez, DPS

**CITY OF CHICAGO
BLANKET PURCHASE ORDER**

**Original (DPS)
Reprint**

Furnish the supplies and/or services described below in conformance with conditions set forth herein and in your offer.

DATE OF AWARD	DEPT #	PURCHASE ORDER	SPECIFICATION NUMBER	VENDOR NUMBER	SITE NAME	PO START DATE	PO END DATE	PAGE NUMBER
1/22/2021	81	142905	1209115	1008945	A	8/17/2020	2/28/2021	1

BUYER:

20548 LISA CLARK 3127442771

ORDERED FROM:

MAT LEASING INC
4450 S. Morgan (EFT)
CHICAGO, IL 60609

PO DESCRIPTION: EMERGENCY TREE REMOVAL SERVICES

COMMODITY INFORMATION

Line	Item	Item Description	UOM	Unit Cost
1	9753570202	EQUIPMENT W/OPERATOR, RENTAL OR LEASE - RENTAL OF HEAVY EQUIPMENT W/OPERATOR (NDE) - TRAILERS (MISC) - DUMP BODY TRAILER 50 CUYD CAPACITY WITH TARPS - REGULAR -	Hour	185.00
2	9753570204	EQUIPMENT W/OPERATOR, RENTAL OR LEASE - RENTAL OF HEAVY EQUIPMENT W/OPERATOR (NDE) - TRAILERS (MISC) - DUMP BODY TRAILER 50 CUYD CAPACITY WITH TARPS - SATURDAY -	Hour	215.00
3	9753570206	EQUIPMENT W/OPERATOR, RENTAL OR LEASE - RENTAL OF HEAVY EQUIPMENT W/OPERATOR (NDE) - TRAILERS (MISC) - DUMP BODY TRAILER 50 CUYD CAPACITY WITH TARPS - SUNDAY -	Hour	225.00

Payment on this order will be made upon receipt of an original vendor invoice form referencing this order and associated Receipt(s). Submit the original invoice to the Office of the City Comptroller, Invoice Intake Division, 33 N. LaSalle, Room 700, Chicago, IL 60602.
Mark all packages and papers with the purchase number. Any deliveries containing overshipments will be reflected unless otherwise authorized in this purchase. This purchase is subject to the City of Chicago General Conditions for Supplies, Work, or Professional Consulting Services; Special Conditions, Disclosure Ownership, Acceptance Page, as applicable, which are attached hereto or incorporated herein by reference.



CITY OF CHICAGO

DEPARTMENT OF STREETS AND SANITATION

Date: 11 Jan 2021

To: Shannon E. Andrews, Chief Procurement Officer
Department of Procurement Services

From: 
John F. Tully Jr., Commissioner
Department of Streets and Sanitation

Purpose of Request: Request for Emergency Procurement

Requisition No.: **Specification No.:** **PO No.:**
Vendor Name: M.A.T. Leasing, Inc

Original Start Date:
Original End Date:
Current End Date:

The Department of Streets and Sanitation contacted the Department of Procurement Services, Shannon Andrews, Chief Procurement Officer, on August 12, 2020 identifying a need for an emergency procurement because of a recent tornado that took place on August 10, 2020. The unforeseen weather conditions resulted in an excessive number of fallen trees and tree debris that obstructed the public way and City streets which was causing a health and/or safety risk. The down trees were an imminent threat to public safety, city property and operations. Below is a summary/timeline relating to DSS efforts and ultimate approval of the vendor performing and completing the services:

- Nature of the operational emergency – DSS had an immediate need to assist City Sanitation Crews to assist in the removal of broken trees and tree debris because of a severe storm/tornado that took place on August 10, 2020. The severe storm/tornado resulted in an excessive number of downed trees and tree debris which impacted the safety of citizens. The downed trees created sightline obstructions for motorists and cyclists. DSS was in need for specific dump/body trucks with barn opening doors.
- The Department of Streets and Sanitation (DSS) searched the City’s contract database and could not locate any existing contracts available to perform the services to remove fallen trees and tree debris with required equipment and/or operators to perform the emergency services.
- DSS also reached out to the Department of Water Management to identify if there were any resources available to support the current emergency. The Department of Assets, Information, and Services (AIS) was also contacted to identify if there were any rental contracts/vendors with the available equipment.
- DSS anticipated that it would take a vendor(s) approximately fourteen, ten-to-twelve-hour days to complete the task.
- DSS reached out to M.A.T. Leasing, Inc on August 17, 2020 and requested they provide a quote to DSS.
- DSS received a quote from Mat Leasing dated August 17, 2020. The vendor identified they had the proper equipment and resources to perform the services immediately.
- The quote submitted by Mat Leasing was approved by DSS on August 17, 2020.
- Mat Leasing performed services between 8/17/2020 - 9/4/2020. Mat Leasing provided a final invoice dated 11/9/2020 in the amount of \$220,971.25.

All supporting documentation related to this emergency procurement has been provided to your office. I thank you for your assistance in this matter. If you have any questions regarding this matter, please contact Malcolm Whiteside, Deputy Commissioner at (312) 735-8893 or via email at Malcolm.Whiteside@cityofchicago.org

EXHIBIT 1

**Department of Procurement Services
Emergency Contract Request Form**

Requesting Department: Department Streets and Sanitation Date: 12 Aug 2020

Description of Operational Emergency (use Attachment 1 attached)
Anticipated duration of emergency (include justification for how you arrived at the duration): _____

Two week duration based on the amount of service calls and available equipment

Justification for continued duration if this is a request for an additional emergency contract beyond the anticipated duration of emergency identified in an earlier request:

N/A

Emergency Requirements (check one):

Commodities Equipment Services

(NOTE: Services, such as debris removal, are provided through equipment rental)

Details (describe the required commodities, equipment, or services (referred to hereafter as "requirements") in detail; attach additional pages as necessary):

The Vendor will be required to provide Equipment w/Operator Trailers Dumb Body 50 CUYD

Are the requirements available through an existing City contract? N (Y/N)

Contract No. (if available): _____ Vendor: _____

Vendor Contact Information:
MAT Leasing Inc, Michael Tadin (773) 254-3644

Explanation of why normal contracting procedures, including small orders, are not feasible in this instance:

There are currently no available contracts and there is a mandate safety of citizens

Are the requirements available through U.S. Communities or GSA Schedules? N (Y/N)

Contract No. (if available): _____ Vendor: _____

Description of anticipated vendor solicitation process: _____

DSS will contact the last known for services

Department Contact Person: _____ Phone: _____

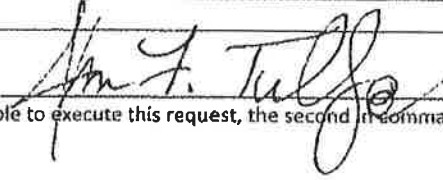
E-mail: _____ Date Requirements Required: _____

Point of Delivery for Requirements:
The Bureau of Forestry 2352 South Ashland

Consequences/Costs of not granting request: _____

Consequences/Costs of not granting request: downed trees create sightline obstructions for motorists and
cyclists as well as hazards for pedestrians and children. Also, this wood creates potential fire hazards if left
unattended. These public safety hazards mandate the bureau of Forestry collect and dispose of this wood as
rapidly as possible.

Commissioner's Signature*:



*If the Commissioner is not available to execute this request, the second in command in the department may execute this form in the Commissioner's absence.



MAT LEASING, INC.

August 18, 2020

City of Chicago
Department of Streets and Sanitation
121 N. LaSalle Street
Chicago, IL 60602

Re: Emergency Quotation for Equipment Rental w/Operator

To Whom It May Concern:

Please find listed below our current pricing for the Rental of Emergency Equipment in response to an emergency solicitation:

Item 9753570264 Equipment w/Operator Trailers Dump Body 20 CUYD	\$160.00 Per Hour Regular Hours / \$190.00 Per Hour Overtime Hours / \$205.00 Per Hour Sunday
Item 9753570265 Equipment w/Operator Trailers Dumb Body 50 CUYD	\$185.00 Per Hour Regular Hours / \$215.00 Per Hour Overtime Hours / \$225.00 Per Hour Sunday
Item 9753570210 Equipment w/Operator Wheel Loader 3-6 CY	\$265.00 Per Hour Regular Hours / \$295.00 Per Hour Overtime Hours / \$325.00 Per Hour Sunday

Time of completion: 15 Aug 2020 – 28 Aug 2020

We commit to holding pricing for at least 30 calendar days or more from the quotation date.

Project Manager: Anthony Tadin, 773-491-4346 (cell) atadin@marinacartage.com

Please advise if we can be of any further assistance.

Regards,

Michael Tadin
President
MAT Leasing, Inc.



CERTIFICATE OF FILING FOR
CITY OF CHICAGO ECONOMIC DISCLOSURE STATEMENT

EDS Number: 154792

Certificate Printed on: 08/18/2020

Date of This Filing: 08/18/2020 02:18 PM

Original Filing Date: 08/18/2020 02:18 PM

Disclosing Party: M.A.T. Leasing, Inc.

Title: president

Filed by: Mr. michael a tadin

Matter: Natural Disaster & Emergency Support

Applicant: M.A.T. Leasing, Inc.

Specification #:

Contract #:

The Economic Disclosure Statement referenced above has been electronically filed with the City. Please provide a copy of this Certificate of Filing to your city contact with other required documents pertaining to the Matter. For additional guidance as to when to provide this Certificate and other required documents, please follow instructions provided to you about the Matter or consult with your City contact.

A copy of the EDS may be viewed and printed by visiting <http://webapps1.cityofchicago.org/EDSWeb> and entering the EDS number into the EDS Search. Prior to contract award, the filing is accessible online only to the disclosing party and the City, but is still subject to the Illinois Freedom of Information Act. The filing is visible online to the public after contract award.



MARICAR-02

SQUINTERO

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/18/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Mesirow Insurance Services, Inc.
353 N Clark St 11th Floor
Chicago, IL 60654

CONTACT NAME:
PHONE (A/C, No, Ext): (312) 595-6200
E-MAIL ADDRESS:

FAX (A/C, No):

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Western National Mutual Insurance Company **15377**

INSURER B: Zurich American Insurance Company **16535**

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED

MAT Leasing Inc.
4450 S Morgan St
Chicago, IL 60609

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD. WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	X COMMERCIAL GENERAL LIABILITY					
	CLAIMS-MADE X OCCUR	X	CPP1198461	5/1/2020	5/1/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 EBL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC					
	OTHER:					
B	X AUTOMOBILE LIABILITY					
	X ANY AUTO OWNED AUTOS ONLY		BAP1100494	5/1/2020	5/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	X HIRED AUTOS ONLY	X				Trailer \$ 250,000
	X Trailer Interchange	X				
	UMBRELLA LIAB	OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	CLAIMS MADE				AGGREGATE \$
	DED	RETENTION \$				
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	WC1100493	5/1/2020	5/1/2021	X PER STATUTE OTH-ER \$ 1,000,000 E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N N/A				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: Natural Disaster & Emergency Support

City of Chicago Department of Streets and Sanitation are included as Additional Insured, if required in a written contract or agreement with the Named Insured, as their interest may appear, with respect to the General Liability Policy.

CERTIFICATE HOLDER

CANCELLATION

City of Chicago Department of Streets and Sanitation
121 N LaSalle
Chicago, IL 60602

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/18/2020

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IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER RBN & Associates, Inc. 303 E Wacker Dr Ste 650 Chicago IL 60601		CONTACT NAME: Telsa Gibson	
		PHONE (A/C No, Ext): 312-856-9400	FAX (A/C, No): 312-856-9425
		E-MAIL ADDRESS: tgibson@rbninsurance.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Acceptance Indemnity Insurance Company	NAIC # 20010
INSURED MAT Leasing Inc. 4450 S Morgan Chicago IL 60609		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 685132632 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT 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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	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 OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		Y	EMM0000154 00	5/1/2020	5/1/2021	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Natural Disaster & Emergency Support

City of Chicago Department of Street and Sanitation is listed as additional insured with respect to the Excess Liability as required by written contract or agreement.

CERTIFICATE HOLDER

City of Chicago Department of Street and Sanitation
121 N LaSalle Street
Chicago IL 60602

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE