

From: Michael Oquendo <Michael.Oquendo@cityofchicago.org>
Sent: Monday, March 11, 2024 1:49 PM
To: Steve Berlin <Steve.Berlin@cityofchicago.org>
Subject: Re: Travel Request

Good afternoon,

I just realized I didn't send my return report for my trip. My Apologies, it has been quite hectic here and the one day turnaround threw me off. Please know that the trip was without incident. No swag, gifts, or items were offered by the vendor nor was any received. All expenses as noted in the contract were covered by the vendor. Please let me know if you need anything else. Thanks!

Michael Oquendo

District Chief, Bureau of Logistics

Chicago Fire Department

3015 W. 31st. St.

Chicago, IL 60623

Office: 312-747-7865

Cell: 312-287-1914

Email: michael.oquendo@cityofchicago.org

From: Michael Oquendo <Michael.Oquendo@cityofchicago.org>

Sent: Friday, January 12, 2024 2:49 PM

To: Steve Berlin <Steve.Berlin@cityofchicago.org>

Cc: Kimberly Cook <Kimberly.Cook@cityofchicago.org>

Subject: Re: Travel Request

Good afternoon and happy Friday,

I am submitting this request for travel to Ocala FL on February 15th through February 16th for the final inspections of ladder trucks purchased through Fire Service Inc. per contract #86341. All expenses will be covered by the vendor, Fire Service Inc., per contract section 6.11. I, District Chief Michael Oquendo, will be the only member from CFD traveling due to scheduling conflicts. Please let me know if you need anything else, have a great day and a better weekend!

Michael Oquendo

District Chief, Bureau of Logistics

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