



City of Chicago
Richard M. Daley, Mayor

Department of
Procurement Services

Eric J. Griggs
Chief Procurement Officer

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

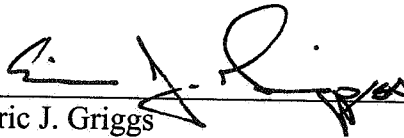
<http://www.cityofchicago.org>

MEMORANDUM

Date: October 12, 2004

To: Miguel d'Escoto, Commissioner
Department of Transportation

Attn: Gilbert Quinones

From: 
Eric J. Griggs
Chief Procurement Officer

Re: Emergency Request Topsoil

Pursuant to Section 5/8-10-5 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from Dutch Valley. 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 Topsoil in the amount of \$39,985.00 as requested in your letter of September 30, 2004. Any amount in excess of the \$39,985.00 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 Transportation

Miguel d'Escoto
Commissioner

30 North LaSalle Street
Suite 1100
Chicago, Illinois 60602-2570
(312) 744-3600
(312) 744-1200 (FAX)
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<http://www.cityofchicago.org>

September 30, 2004

ERIC J. GRIGGS
Chief Procurement Officer
Department of Procurement Services
121 North LaSalle Street – Room 403
Chicago, Illinois 60602

06000 - 5411 4:48
E. J. Griggs
approved
10-8-04

RE: PULVERIZED TOPSOIL TO BE USED NORTH OF MADISON STREET.

Dear Mr. Griggs:

The Department of Transportation, Bureau of Streets is requesting an emergency purchase of pulverized topsoil to be used North of Madison Street not to exceed \$40,000.00. The Department of Transportation is working in conjunction with the Department of Procurement Services to put in place a new contract to supply pulverized topsoil. Currently no contract exists to purchase this item.

We request that 3,635 tons of pulverized topsoil to be used North of Madison Street, be obtained by way of an emergency purchase. This amount should satisfy the Bureau of Streets need for pulverized topsoil for the north area. This will be used to complete the placing of topsoil for approximately 80 city blocks or until a new contract is awarded. Price quotes have been obtained from three (3) vendors and are attached.

If additional information is required, please contact Lou Langone at 312-744-5717. Your help in expediting our request at your earliest convenience will be greatly appreciated.

Sincerely

Miguel d'Escoto
Miguel d'Escoto
Commissioner

Originated by:

Cheri Heramb

Cheri Heramb
Deputy Commissioner

cc: B. Murphy R. McDarrah C. Heramb
J. Goliber G. Quinones L. Langone File



**CITY OF CHICAGO
DEPARTMENT OF TRANSPORTATION
BUREAU OF ADMINISTRATION AND PLANNING**

We are looking to submit an Emergency Request for under \$40,000.00 of pulverized top soil. We are interested in knowing how much pulverized top soil the conversion below would allow us to buy? Please send amounts by the ton.

Description: Pulverized Top Soil
Outcome: \$13.50 per cubic yard (Approx = Weight: 2,400)

COMPANY	DESCRIPTION	QTY	UNIT	PRICE	EXTENDED PRICE
DUTCH VALLEY FAX: 708-534-1138	Delivery of Pulverized Black Topsoil	2,435.00	Ton	\$11.00	\$39,985.00
	Delivery of Pulverized Black Topsoil		Ton		
	Delivery of Pulverized Black Topsoil		Ton		

CONDITIONS:

Please fax us over your quote if interested. The above price includes cartage. The pulverized top soil is to be delivered to: (North Side) 1501 W. Pershing & other city locations on the North Side.
 -60% of deliveries to: 1501 W. Pershing
 -40% of deliveries to: Other City Locations
 Company should have the ability to verify the weight on trucks being delivered.

PROOF OF WEIGHT WILL BE SCALED @ CDOT LOCATIONS!!
 Vendor also needs to Guarantee a minimum of 6 to 10 loads per day unless otherwise instructed. (Weather permitting)
 Delivery will be everyday (Monday thru Friday between 6:30 a.m. to 2:30 p.m.), unless otherwise instructed.
 Vendor to read and approve attached specs. Vendor to sign if in agreement to follow specs & conditions.

Jacqueline Misch HP
 Vendor Signature of Approval

SIGNATURE WILL VALIDATE QUOTE!
RE-FAX QUOTES TO: 312-744-2627 - THANK YOU!!