



MEMORANDUM

City of Chicago
Richard M. Daley, Mayor

Date: April 25, 2005

Department of
Procurement Services

To: Michi E Pena, Commissioner
Department of General Services

Mary A. Dempsey
Interim Chief Procurement Officer

Attn: Bill Kelly

City Hall, Room 403
121 North LaSalle Street
Chicago, Illinois 60602
(312) 744-4900
(312) 744-2949 (TTY)
<http://www.cityofchicago.org>

From: Mary A. Dempsey
Interim Chief Procurement Officer

Re: Emergency Purchase Order Authorization

Rx 20592
35709
PO# 8840

Pursuant to Section 2-92-644 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from Moore Landscapes, 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 Landscaping Services for Region 3 for a 3 month period in the amount of \$50,763.00 as requested in your letter of April 22, 2005. Any amount in excess of the \$50,763.00 approved here shall be subject to additional authorization and shall be limited so as not to exceed the \$250,000 limit established by statute.

cc:S. Geocaris
B. Humphrey





City of Chicago
Richard M. Daley, Mayor

Department of General Services

Michi E. Peña
Commissioner

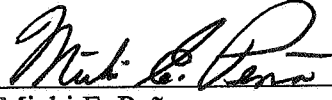
Suite 3700
30 North LaSalle Street
Chicago, Illinois 60602-2586
(312) 742-3124
(312) 744-9883 (FAX)
<http://www.cityofchicago.org>

Memorandum

05/22/05 10:20

To: Mary Dempsey
Interim Chief Procurement Officer
Department of Procurement Services

Attn: Steve Geocaris
Managing Deputy Procurement Officer

From: 
Michi E. Peña
Commissioner
Department of General Services

Re: Emergency Authorization for Landscape Services
Region 3

Date: April 22, 2005

Attached you will find two proposals for an emergency authorization to begin short term landscape services at facilities located within Region 3 of the new Comprehensive Landscape Services contract. The new contract was advertised on 3/30/05, but DGS needs to service facilities in the interim until the new contract is awarded and released.

Based upon the attached bids, we recommend awarding Region 3 to Moore Landscapes, Inc in the amount of \$16,308.00 per month.

Please contact Bill Kelly at 312/744-6043 if you have any questions or concerns.

Thank you for your cooperation.

Attachments

cc: M. Capecci
T. Simmons
J. Bedore
W. Kelly
file

