



City of Chicago
Richard M. Daley, Mayor

Department of
Procurement Services

Montel M. Gayles
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>

Date: December 22, 2008

To: Bea Reyna-Hickey
Director

Department: Revenue

Attn: Steve Sakai
Contracts Coordinator

From: 
Montel M. Gayles
Chief Procurement Officer

Re: Emergency Contract for Multi-T-Lock High Security Padlocks
Vendor Name: Fullmer Locksmith Service, Inc.

Vendor Number: 308682 Amount: \$ 149,931.88
PO Number: 19187 RX Number: 41308

Pursuant to Section 2-92-644 of the Municipal Purchasing Act, I concur with your request and authorize an Emergency Contract. Based on the documentation received from your office, it is determined that this procurement is necessary to meet bona fide operating emergency.

You are hereby authorized to purchase Multi-T-Lock High Security Padlocks in the amount of \$ 149,931.88 from Fullmer Locksmith Service, Inc. as requested in your letter dated December 19, 2008. Any amount in excess of the \$ 149,931.88 approved here will be subject to additional authorization and will be limited so as not to exceed the \$250,000.00 limit established by statute.

MMG/erf

cc: Montel M. Gayles
Judy Martinez
Gustavo Giraldo
Elvia Fernandez
Steve Sakai
Scan
File (Specification No: 71147 /PO No: 19187)





City of Chicago
Richard M. Daley, Mayor

Department of Revenue

Bea Reyna-Hickey
Director

City Hall, Room 107
121 North LaSalle Street
Chicago, Illinois 60602

(312) 747-4747 (IRIS)
(312) 744-0471 (FAX)
(312) 744-2975 (TTY)

<http://www.cityofchicago.org>

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December 19, 2008

Montel M. Gayles
OK 12/22/08

Montel M. Gayles
Chief Procurement Officer
Department of Procurement Services
121 North LaSalle Street – Suite 403
Chicago, Illinois 60602-1284

Re: **Emergency Request for Mul-T-Lock® High Security Padlocks**
for Vehicle Immobilization (“Booting”) Program
Expense amount: \$149,931.88
Requisition Number: TBD (~~encumbered~~) Rx # 41308
Vendor: *Fullmer Locksmith Service, Inc.* (Vendor No. 308682)

Spec # 71147
PO # 19187

Dear Montel:

On December 8, 2008, the President of our current boot-lock vendor, Loretta Dicke, of *Lakeside Mfg., Inc.*, (PO# 16751), informed our staff that her company has become legally bankrupt and stated that according to her attorney she cannot conduct any contract-related transactions – not even a contract transfer. Since the City can no longer place an order for the specialized high-security *Mul-T-Lock* padlocks with this vendor, and in an effort to minimize any pending operational disruptions to the City’s booting program, we are hereby requesting your immediate assistance to procure 1,316 *Mul-T-Lock* padlocks, by authorizing an Emergency purchase order.

The *Mul-T-Lock* padlocks are a specialized high-security padlock used to lock a boot device onto a scofflaw vehicle. Unfortunately, not any padlock is effective – not even if it’s some other high-security padlock. Through trial-and-error, the *Mul-T-Lock* padlock and its special keyway seems to help minimize the frequency of GOAs (“gone on arrival”). (A GOA is when a booted vehicle is not where it is supposed to be when a tow truck arrives to tow the booted vehicle to an auto pound, because someone likely had forcibly and illegally removed the boot and lock.)

We currently have only about 280 *Mul-T-Locks* remaining in inventory. The problem is that these 280 locks will not carry us through for very long since we have been recently experiencing a GOA loss-rate of about 210 per month. Although there has been an overall decrease in GOAs relative to last year, we are seeing a steady increase in GOA incidences lately. (We do not know what this is attributed to, but there seems to be an inverse relationship between the economic decline and the increase in GOAs.)



Given the circumstances at hand, the Department of Revenue Street Operations division requires more *Mul-T-Locks* to be ordered as quickly as possible. Adding to this urgency is the fact that these *Mul-T-Locks* are manufactured in Israel and requires a 4-6 week production-delivery leadtime.

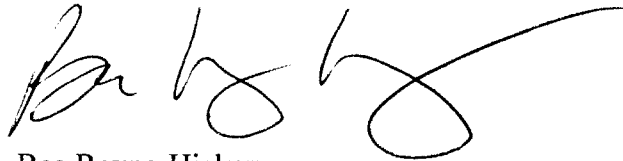
Since the booting operations represent a considerable value to the City, and the *Mul-T-Locks* are an integral part of the booting operations, to be without the *Mul-T-Locks* would negatively affect the City's budget. Because the current vendor is no longer able to deliver any *Mul-T-Locks* under the terms of the contract, the Department of Revenue respectfully requests authorization for an Emergency purchase from *Fullmer Locksmith*.

Attached are four quotes received in support of this request. Although *Fullmer* and *Unisource Group* both provided the same number of locks, *Fullmer's* unit price was slightly less (\$0.05 less per each). Unfortunately neither firm has been or is currently an MBE or WBE.

As regards our contract with *Lakeside Mfg.* and their apparent state of bankruptcy, the Department of Revenue will be working with your Department towards an immediate rebid of the current specification.

I thank you and your staff for working with me and my staff towards this effort especially during this holiday season.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Bea Reyna-Hickey', with a large, sweeping flourish at the end.

Bea Reyna-Hickey
Director

BRH:sys

cc: Elvia Fernandez, Department of Procurement Services
Bernie Harges, Department of Procurement Services
Turranna Cochran-Person, Department of Revenue
Mark Galvan, Department of Revenue
Tony Gambino, Department of Revenue
Don Jeroski, Department of Revenue
Steve Sakai, Department of Revenue

Mul-T-Lock EMERGENCY order

The City of Chicago Department of Revenue seeks to purchase the maximum number of Mul-T-Locks as an Emergency Purchase ~ not to exceed \$150,000.

NO KEYS ARE REQUIRED for this Emergency order – existing keys will be used by the City, so the Locks to be ordered will match existing Mul-T-Lock padlock Series Identification Letters, in accordance with the Mul-T-Lock manufacturer's registered Series for the City of Chicago.

The budget for this Emergency Purchase will not to exceed a \$150,000 maximum payment for a one-time order to be placed before December 31, 2008, and to be processed for payment upon receipt of each completed shipment of the Mul-T-Lock padlocks and keys as described herein.

The maximum number of locks obtainable under this purchase would be determined by the bidder's price of the locks, and would be limited by the \$150,000 maximum budgeted amount currently available to spend.

Unit prices shall include all costs necessary to deliver all locks as required, F.O.B. City of Chicago, Department of Revenue, Street Operations division, as follows.

Chicago-Style Mul-T-Lock Padlocks

Chicago-Style Mul-T-Lock padlocks, customized by Mul-T-Lock specifically for the City of Chicago Street Operations' use, with combinations of all locks registered to the City of Chicago Department of Revenue.

Quantity of locks to be provided by bidder: <u>1316</u> Each
Unit price per lock: \$ <u>113⁹³</u> per Each

SUM TOTAL PRICE: \$ <u>149,931⁸⁸</u> for all Locks

The Identification Series Letters for the above locks will be provided at the time the order is placed, and will match the City's existing four Series (B, C, D, and E) in equal quantities based on the number of locks to be provided above.

DELIVERY

A minimum quantity of 300 locks must be delivered within the first six to eight weeks from the date the order has been made. A minimum quantity of 300 locks must be delivered every six weeks thereafter until the total order quantity has been completed.

Delivery must be F.O.B. destination:
Department of Revenue – Street Operations Division
2733 North Ashland Avenue
Chicago, Illinois 60614

Contractor must call and speak to an authorized representative from the Street Operations Division at least twenty-four (24) hours prior to any delivery being made, by calling: 312-742-6929 (Tony) or 312-742-6414 (Paul) during normal business hours (Monday-Friday 8:30 AM to 4:30 PM Central time zone).

UNIT PRICE OF MUL-T-LOCKS

The bid unit price must include any and ALL costs which may apply or which may be incurred by the bidder: (for example: the padlocks as specified; import or customs processing costs, if any; shipping and handling; fuel and other transportation costs; local delivery; insurance; tariffs, taxes, and foreign exchange rate differentials, if any; product warranties; product certificates of origin; etc.).

WARRANTY OF MUL-T-LOCKS

The Contractor must provide the standard Mul-T-Lock product warranty from the *Mul-T-Lock* manufacturer, at no extra cost to the City.

INVOICES for DOR

Invoices must be sent to:
Department of Revenue – Fiscal Administration
Accounts Payable
333 South State Street – Suite 530
Chicago, Illinois 60604

Bid Price Offer submitted by:

COMPANY NAME: Fullmer Locksmith Service
ADDRESS: 8611 W Ceonak Road
CITY, STATE, ZIP North Riverside IL 60546
PHONE: 708 442 0300
CONTACT PERSON: Mary Beth Krol
SIGNATURE: Mary E Krol
DATE: 12/19/08