



MEMORANDUM

City of Chicago
Richard M. Daley, Mayor

Department of
Procurement Services

Mary A. Dempsey
Interim 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: May 6, 2005

To: John Roberson, Commissioner
Department of Streets and Sanitation

Attn: Valerie Walker

From: Mary A. Dempsey
Interim Chief Procurement Officer

Re: Emergency Purchase Order Authorization

Pursuant to Section 2-92-644 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from Palm Electric. 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 Repair of Electric Motors in the amount of \$170,500.00 as requested in your letter of April 28, 2005. Any amount in excess of the \$170,500.00 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





DEPARTMENT OF AVIATION

MEMORANDUM

April 28, 2005

To: Mary Dempsey
Interim Chief Procurement Officer

Attention: Steve Georcaris
Deputy Procurement Officer

From: John A. Roberson
Commissioner

Subject: Request for Emergency Authorization
Repair of Electric Motors at Chicago Airports
Recommended Vendor: Palm Electric
Estimated Cost: Not to Exceed \$170,500.00
2ND REQUEST

The Department of Aviation (DOA) requires emergency authorization for the repair and replacement of electric motors. The Citywide blanket contract expired 12/31/04 and was not extended as there were financial issues the contractor had to resolve with the Federal Government. In the interim, DOA has been working on the specifications for a new contract, but requires immediate service as there are over 90 motors out of order and that number grows on a daily basis. The motors requiring repair power various equipment including sewage pumps and HVAC equipment. The continued failure of this equipment could lead to dangerous situations at the airports with respect to hygiene and ventilation. The Department of Aviation's estimated budget for repairs under this agreement is \$170,500.00.

DOA sent a request for quotations along with specifications to four (4) motor repair shops. Attached are their responses. After evaluating the bids, DOA selected Palm Electric as their bid, particularly their hourly rates, were the lowest. Palm Electric has performed as a subcontractor for other contractors at O'Hare who attest to their workmanship.

If you require additional information, contact Valerie Walker at 773-686-3594.

Thank you for your assistance.

Mary Dempsey
Approval to Proceed
With Emergency Contract

Date

Attachment: 4 Bid Responses and Draft Specifications



CHICAGO O'HARE
BEST AIRPORT IN NORTH AMERICA
1998 1999 2000 2001 2002 2003



City of Chicago

Emergency Bid for Electric Motor Repairs for Department of Aviation

Bidders,

Please quote prices for labor on lines 1 and 2 as well as a markup or discount for lines 3-7 for electric motor parts and complete motors. If the date of the price list shown is not the most current, please provide an updated price list. The markup and/or discounts will be applied to the most current price list supplied by the vendor. The mark up or discount quoted will be fixed for the duration of this agreement.

The value of this contract is not to exceed \$250,000.00. Work expected to commence on or about 4/01/05.

Please complete pricing for all line items, sign the bid sheet and return in sealed envelope to:

O'Hare International Airport
P. O. Box 66142
H & R Building
Attention: John Sisco
Chicago, IL 60666

Bids are due by 4:00 p.m., Tuesday March 29, 2005. Late bids will not be accepted.

740 85 4035 0162 0162

Req: 20275
Spec: 35124

Bidders are required to:

- 1) Provide a minimum one year warranty on electrical repairs (labor)
- 2) Honor manufacturer's warranty on parts and motors.
- 3) Complete repairs within 96 hours of picking up motor(s) or beginning field repairs. In the event this time frame cannot be met, DOA must be immediately notified with the expected completion date and an explanation for the delay.
- 4) Provide a written repair cost estimate to DOA for approval prior to commencing repairs.
- 5) Provide DOA with the replacement cost of a new motor if a repair exceeds 50% of the cost of a new motor.
- 6) Possess ability to remove, repair, replace motors up to 1,000 horse power.
- 7) Provide pick up and delivery service for motors being repaired in shop at no cost to the City. Bidder will be compensated at their proposed hourly field rate for any motors that they are requested to remove or re-install.
- 8) Be regularly engaged in the business of motor repair and possess their own shop facility.
- 9) Provide motor repair in field. Bidders must have mobile repair equipment.
- 10) Provide copies of actual supplies invoice for items supplied under bid line 7, non listed manufacturers, along with their invoice for payment.

Labor

	<u>Estimated Hours</u>	x	<u>Hourly Rate</u>	=	<u>Extended Price</u>
1. Labor-shop rate	3,000		_____		_____
2. Labor- in field	100		_____		_____

Parts and Complete Motors

<u>Manufacturer</u>	<u>Price List</u>	<u>Estimated Spending</u>	x	<u>% Markup or discount</u>	=	<u>Extended Price</u>
Baldor	03/04	25,000		_____		_____
Century Universal	1998	25,000		_____		_____
Emerson	2002	12,500		_____		_____
General Electric	2004	20,000		_____		_____
Non-listed Mfrs*.	Various	25,000		_____		_____

* at a mark up over actual cost
(not to exceed 10% mark up)

Total Bid Price \$ _____

Bidders signature

Date

Phone number

Bidders Name (print)

Company Name (print)

Proposal Page

Use this page for your bid and fax to (773) 686-6235

Labor

	<u>Estimated Hours</u>	x	<u>Hourly Rate</u>	=	<u>Extended Price</u>
1. Labor-shop rate	3,000		\$ <u>20⁰⁰</u>		\$ <u>60,000⁰⁰</u>
2. Labor- in field	100		<u>30⁰⁰</u>		\$ <u>3,000⁰⁰</u>

Parts and Complete Motors

<u>Manufacturer</u>	<u>Price List</u>	<u>Estimated Spending</u>	x	<u>% Markup or discount</u>	=	<u>Extended Price</u>
Baldor	03/04	25,000		<u>30% Discount</u>		\$ <u>17,500⁰⁰</u>
Century Universal	1998	25,000		<u>40% Discount</u>		\$ <u>15,000⁰⁰</u>
Emerson	2002	12,500		<u>30% Discount</u>		\$ <u>8,750⁰⁰</u>
General Electric	2004	20,000		<u>30% Discount</u>		\$ <u>14,000⁰⁰</u>
Non-listed Mfrs*	Various	25,000		<u>20% Discount</u>		\$ <u>20,000⁰⁰</u>

* at a mark up over actual cost
(not to exceed 10% mark up)

Total Bid Price \$ 138,250⁰⁰

Ric Patitucci
Bidders signature

3/25/06
Date

1-773-276-8686
Phone number

Ric Patitucci
Bidders Name (print)

PALM ELECTRIC Co
Company Name (print)



CHICAGO O'HARE
FIRST AIRPORT IN NORTH AMERICA
1928 1930 1932 1934 1936 1938

