

## Release Summary Sheet

**Contract (PO) Number:** T26463

**Release Number:** 40

**Specification Number:** B09684210

**Name of Contractor:** F.H. PASCHEN/S.N. NIELSEN, INC

**City Department:** DEPT OF GENERAL SERVICES

**Title of Contract:** T0968421001 REHABILITATION OF CITY FACILITIES

**Dollar Amount of Release:** \$771.76

**Release Description:** GENERAL CONSTRUCTION - PUBLIC WORKS RELATED  
JOB ORDER CONTRACTING (J.O.C.)  
UNRESTRICTED-REHABILITATION

**Procurement Services Contact Person:** DALE HILLERMAN

**Vendor Number:** 1055528

**Submission Date:**

**CITY OF CHICAGO  
BLANKET RELEASE**

Original (Department)

Furnish the supplies and/or services described below in conformance with conditions set forth herein and in your offer

RELEASE DATE	PURCHASE ORDER	RELEASE NUMBER	SPECIFICATION NUMBER	VENDOR NUMBER	SITE NAME	DELIVERY DATE	PAGE NUMBER
07/07/2003	T26463	40	B09684210	1055528	A		1

DELIVER TO: 38-008

008-2005 CH 1000  
121 N. LA SALLE ST.  
ROOM 1000  
Chicago, IL 60602

ORDERED FROM:

F.H. PASCHEN/S.N. NIELSEN, INC  
O'HARE PLAZA  
8725 W. HIGGINS RD STE 200  
CHICAGO, IL 60631

DELIVERY CHARGES to be PREPAID  
TITLE TO PASS ON DELIVERY

CONTACT: Raffi Sarrafian 742-1974

PO DESCRIPTION: T0968421001 REHABILITATION OF CITY FACILITIES

BLANKET RELEASE


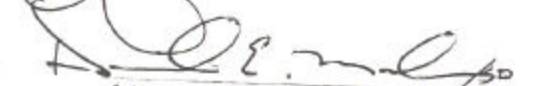
THIS SIGNED RELEASE IS YOUR AUTHORITY TO FURNISH THE SPECIFIED SUPPLIES AND /OR SERVICES IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE BLANKET AGREEMENT NUMBER: T26463


THIS PURCHASE IS FOR DEPARTMENT: 38 - DEPT OF GENERAL SERVICES

SUBMIT THE ORIGINAL INVOICE TO:

PO Line	Ship Line	COMMODITY INFORMATION	QUANTITY	UOM	UNIT COST	TOTAL COST							
1	1	96842	771.76	USD	1.00	771.76							
GENERAL CONSTRUCTION - PUBLIC WORKS RELATED													
JOB ORDER CONTRACTING (J.O.C.) UNRESTRICTED-REHABILITATION													
JUP669B CITY HALL ROOM 1003 CARPET; 121 N. LASALLE D-3-004													
		Dist	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	TOTAL COST
		1	003	0100	0082005	0140	220140	0000	00003000	000000	00000	0000	771.76
												SHIPMENT TOTAL:	771.76
												RELEASE TOTAL:	771.76

APPROVAL:

SIGNATURE:  DATE: 7/10/03  
CPO:  DATE: 7/14/03

SIGNATURE:  DATE: 7.8.03

Payment on this order will be made upon receipt of an original vendor invoice form referencing this order.  
Submit the original invoice to the department referenced above.

Mark all packages and papers with the purchase number.

Any deliveries containing overshipments will be reflected unless otherwise authorized in this purchase.

This purchase is subject to the City of Chicago General Conditions for Supplies, Work, or Professional Consulting Services; Special Conditions, Disclosure Ownership, Acceptance Page, as applicable, which are attached hereto or incorporated herein by reference.

To: Department of: General Services

Date: 06/03/2003

Sub-Order Total: \$771.76

**DISCLOSURE OF RETAINED PARTIES**

**A. Definitions and Disclosure Requirements.**

1. As used herein, the term "Contractor" means a person or entity who has any contract or lease with the City of Chicago.
2. Pursuant to Executive Order 97-1, every city contract and lease must be accompanied by a disclosure statement providing certain information and attorneys, lobbyists, accountants, consultants, subcontractors, and other persons whom the Contractor has retained or expects to retain with respect to the contract or lease. In particular, the Contractor must disclose the name of each such person, his or her business address, the nature of the relationship, and the amount of fees paid or estimated to be paid.
3. The Contractor is not required to disclose employees who are paid solely through the Contractor's regular payroll.
4. "Lobbyist" means any person (a) who for compensation or on behalf of any person other than himself undertakes to influence any legislative or administrative action, or (b) any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action.

**B. Certification**

Contractor hereby certifies as follows:

1. This Disclosure relates to the following transaction:

Project name: **JUP669.B** City Hall - Rm 1003A Carpet Replacement Extras  
Specification, loan or other Identifying number: **B09684210A**

2. Name of Contractor: **F.H. Paschen/SN Nielsen**
3. EACH AND EVERY attorney, lobbyist, accountant, consultant, subcontractor, or other person retained or anticipated to be retained by the Contractor with respect to or in connection with the contract or lease is listed below (attach additional pages if necessary):

NAME	BUSINESS ADDRESS	MBE WBE or Non	RELATIONSHIP (attorney, lobbyist, subcontractor, etc.)	FEE (Indicate whether paid \$ or estimated)
Paniagua Group, Inc.	12 Piper Lane Hawthorne Woods, IL 60047	MBE	Subcontractor	650.00

CHECK HERE IF NO SUCH PERSONS HAVE BEEN RETAINED OR ARE ANTICIPATED TO BE RETAINED

4. The Contractor understands and agrees that the City may rely on the information provided herein and that providing any false, incomplete or inaccurate information shall constitute default under the contract and may result in termination of the contract or lease.
5. The Contractor understands and agrees that in any case in which the Contractor is uncertain whether a disclosure is required under the Executive Order, the Contractor must either ask the City whether disclosure is required or make the disclosure.

Under penalties of perjury, I certify that I am authorized to execute this Disclosure on behalf of the Contractor that the information disclosed herein is true and complete, and that no relevant information has been withheld.

Christopher A. Pullitt  
Signature

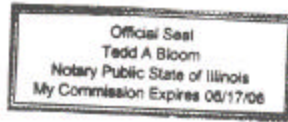
6/3/03  
Date

CHRISTOPHER A. PULLITT  
Name (type or print)

PROJECT MANAGER  
Title

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

[Signature]  
Notary Public Signature





City of Chicago  
 Richard M. Daley, Mayor  
 Department of General Services  
 Michael C. McCue  
 Commissioner  
 Suite 3700  
 30 North LaSalle Street  
 Chicago, Illinois 60602-2586  
 (312) 742-3124  
 (312) 744-9883 (FAX)  
<http://www.cityofchicago.org>

June 06, 2003

**Mr. David E. Malone**  
**Chief Procurement Officer**  
**Department of Procurement Services**  
**City Hall, Room 403**  
**121 North LaSalle Street**  
**Chicago, Illinois 60602**

**Attention: Dale Hillerman**  
**City JOC Manager**

**RE: JOC Project Number: JUP669.B**  
**Project Title: City Hall Room 1003 Carpet Extras**  
**Address: 121 N. LaSalle Street**

**Estimated Cost: \$1,000.00**  
**Specification #: B09684210A**  
**Funding Source: 03-100-08-2005-0140**

**Dear Mr. Malone:**

We request that the above referenced project be contracted under the Job Order Contracting (JOC) Method. Attachment A describes the scope of work and the appropriateness for using JOC for this project.

Please direct all technical inquiries to Project Manager Ivan Hansen at 742-1336 and all other inquiries to Raffi Sarrafian at 742-1974.

If you concur with our recommendation, please sign below and return a copy for our files.

Sincerely,

Michael C. McCue  
 Commissioner  
 Department of General Services

**APPROVED:**

6/16/03  
 David E. Malone  
 Chief Procurement Officer

attachment

Approved: James Chronis   
 Nicholas Ahrens   
 Tyrone Evans   
 Jerry McGleam





THE DEPARTMENT OF GENERAL SERVICES  
JOC APPROVAL LETTER

UTILIZING JOC FOR CITY CONSTRUCTION PROJECTS

For all proposed JOC projects, please complete items 1 and 2 below. As appropriate, complete items 3, 4 and 5. Attach to MOA (JOC Approval Letter)

JOC #: JUP669.B  
Project #: D-3-004  
Project Name: City Hall - Rm 1003 Carpet Extras  
Project Location: City Hall 121 N. LaSalle St.

1. Please describe the major features of this project:

*To repair sub-floor, unable to install carpet due to excessive cracks and holes.*

2. Please explain why this project could not be bid using the City's traditional bid process and the need to use JOC procurement system:

*This is a carpet installation for a conference room, and due to the excessive wear, bubbling of existing carpet, and the trip hazard, time constraints impede the traditional bid process.*

3. If this project is a one trade project, please provide additional explanation of why it would be in the City's best interest to do the project under JOC.

*The City does not have carpet installers.*

4. If it is anticipated that over 25% of the project will consist of Non-Prepriced Items, provide an explanation on why JOC should be used instead of a city-wide term agreement:

*We do not anticipate over 25% NPP items.*

5. If some elements of the proposed JOC project scope of work are covered by City Term Agreements, list the elements that should be removed from the JOC project. Attach additional pages if needed.

*No term agreement in place at this time.*