



MEMORANDUM

City of Chicago
Richard M. Daley, Mayor

Department of
Procurement Services

Eric J. Griggs
Chief Procurement Officer

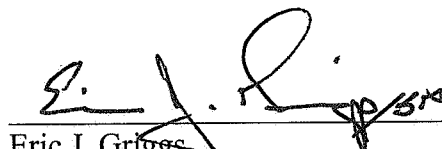
City Hall, Room 403
121 North LaSalle Street
Chicago, Illinois 60602
(312) 744-4900
(312) 744-2949 (TTY)

<http://www.cityofchicago.org>

Date: September 16, 2004

To: Richard A. Rice, Commissioner
Department of Water Management

Attn: Lance Lewis

From: 
Eric J. Griggs
Chief Procurement Officer

Re: Emergency Request Elevator Repairs

Pursuant to Section 5/8-10-5 of the Municipal Purchasing Act, I am authorizing you to make an Emergency purchase from Kone Elevators. 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 Elevator Repairs in the amount of \$39,999.00 as requested in your letter of August 23, 2004. Any amount in excess of the \$39,999.00 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





City of Chicago
 Richard M. Daley, Mayor
 Department of Water Management
 Richard A. Rice
 Commissioner


Bureau of Administrative Support

Julie Hernandez-Tomlin
 Deputy Commissioner
 DePaul Center, Suite 410
 333 South State Street
 Chicago, Illinois 60604
 (312) 747-7089
 (312) 747-7889 (FAX)
 www.cityofchicago.org/
 watermanagement

MEMORANDUM

TO: Eric J. Griggs
 Chief Procurement Officer

Eric J. Griggs approved
9/15/09
 AUG 27 11:10:31

FROM: 
 Richard A. Rice
 Commissioner

SUBJECT: Elevator Repairs

DATE: August 23, 2004

The Department of Water Management is requesting an Operational Emergency in the amount of \$39, 999.00 for the repair and maintenance of elevators throughout the department. The urgent need to repair and maintain these elevators are essential for the operation of our facilities.

Kone Elevators Incorporated is the vendor that will service the elevators.

Your approval of this emergency request will be greatly appreciated.

CC: Julie Hernandez-Tomlin
 Steven Geocaris

RAR:ltl

