

## Release Summary Sheet

**Contract (PO) Number:** T26463

**Release Number:** 229

**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:** \$6,748.95

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

**Procurement Services Contact Person:** BYRON WHITTAKER

**Vendor Number:** 1055528

**Submission Date:**

**CITY OF CHICAGO  
BLANKET RELEASE**

Reprint

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
11/27/2004	T26463	229	B09684210	1055528	A		0

**DELIVER TO:** 38-085  
 085-2015 O'HARE  
 O'HARE AIRPORT  
 Chicago, IL 60666

**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:** HYUN LEE  
**PO DESCRIPTION:** T0968421001 REHABILITATION OF CITY FACILITIES

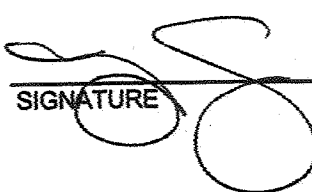
BLANKET RELEASE

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 GENERAL CONSTRUCTION - PUBLIC WORKS RELATED JOB ORDER CONTRACTING (J.O.C.) UNRESTRICTED-REHABILITATION REQ 24751/JUP793A:B09684210 ; P-5-050; HANSEN	6,748.95	USD	1.00	6,748.95
		Dist BFY FUND COST CTR APPR ACCNT ACTV PROJECT RPT CAT GENRL FUTR				
		1 000 0582 0852015 8000 220140 0000 H800005E 000000 00000 0000				6,748.95
		<b>SHIPMENT TOTAL:</b>				6,748.95
		<b>RELEASE TOTAL:</b>				6,748.95

**APPROVAL:**  
  
 SIGNATURE  
 1/10/06  
 DATE

  
 SIGNATURE  
 12/22/05  
 DATE

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: 03/12/2004

Sub-Order Total: \$6,748.95

**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: JUP793.A OMP - 8755 W. Higgins

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)
Anderson Moran Construction, LLC	617 W. Front Street Wheaton, IL 60187	Non	Subcontractor	992.00
Assembly Required Inc.	1900 N. Austin Ave Chicago, IL 60639	Non	Subcontractor	3,650.00

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.

[Handwritten Signature]  
Signature

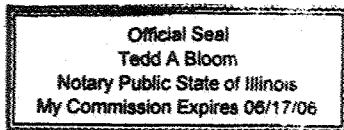
3/12/04  
Date

MICHAEL THIELE  
Name (type or print)

PROJECT MANAGER  
Title

Subscribed and sworn to before me  
this 10 day of May 2004

[Handwritten Signature]  
Notary Public Signature





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>

10 November 2004

Mr. Eric J. Griggs  
Chief Procurement Officer  
Department of Procurement Services  
City Hall, Room 403  
121 North LaSalle Street  
Chicago, IL 60602

Attention: Catherine Mellon  
JOC Manager

Re: JOC Project Number: JUP793.A  
Project Title: OMP Office Reconfigurations  
Address: OMP - Offices  
8755 W. Higgins  
Estimated Cost: \$ 17,000.00  
Specification #: B09684210A  
Funding Source:

Dear Mr. Griggs:

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 Staci-Rae Bixler at 744-1636.

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

Sincerely,

\_\_\_\_\_  
Michi E. Peña  
Commissioner

APPROVED:   
\_\_\_\_\_  
Eric J. Griggs  
Chief Procurement Officer

Approved: John Plezbert  
Nicholas Ahrens  
Mary Capecci  
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 #:** *JUP559.A*  
**Project #:** *P-4-040*  
**Project Name:** *OMP - Office Reconfiguration*  
**Project Location:** *8755 W Higgins*

1. **Please describe the major features of this project:**

*Provide labor and material to buildout and reconfiguration 20 workstations*

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:**

*Time constraints and working with DGS forces. Traditional Bid would impede this 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.**

*N/A*

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:**

*None anticipated at this time. All items contained in the unit price book.*

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.**

*N/A*



DEPARTMENT OF GENERAL SERVICES
BUREAU OF AECM
JOB ORDER CONTRACT (JOC)

REQUEST FORM

User Department: OMP Date: 11-10-04

Originator: Ivan Hansen / David Mada Phone 742-1336

Project Number: JUP 793. A/B

Project Name: OMP office Reconfiguration

Project Scope:

Justification:

Project Budget: \$17,000

Funding Strip: Provided By OMP

Funding Verified By [Signature] Date:

Can this request be completed by any one of the following:

- 1. In-House Trades Yes [ ] No [X]
2. Term Contract Yes [ ] No [X]
3. Competitive Bid Yes [ ] No [X]

If no for any of the above, please explain:

Emergency work done over weekends

Deputy Commissioner

Date

First Deputy Commissioner

Date