

## Release Summary Sheet

**Contract (PO) Number:** T26461

**Release Number:** 26

**Specification Number:** B09684209

**Name of Contractor:** MECCOR INDUSTRIES LTD.

**City Department:** DEPT OF AVIATION

**Title of Contract:** T0968420901 GENERAL FACILITIES  
RENOVATION/CONSTRUCTION-TARGET MARKET EXTEND 365  
DAYS TO 02/04/03-INCREASE VENDOR LIMIT

**Dollar Amount of Release:** \$11,911.26

**Release Description:** GENERAL CONSTRUCTION - PUBLIC WORKS RELATED  
GENERAL FACILITIES RENOVATION/CONSTRUCTION

**Procurement Services Contact Person:** BYRON WHITTAKER

**Vendor Number:** 1004648

**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
12/17/2004	T26461	26	B09684209	1004648	A		1

DELIVER TO: 85-218

218  
AIRPORT DEVELOPMENT OFFICE  
T2 - E/F UPPER LEVEL, O'HARE  
P.O. BOX 66142

ORDERED FROM:

MECCOR INDUSTRIES LTD.  
3933 OAKTON ST.  
SKOKIE, IL 60076

DELIVERY CHARGES to be PREPAID  
TITLE TO PASS ON DELIVERY

CONTACT: Kim Cummings 773-686-3541

PO DESCRIPTION: T0968420901 GENERAL FACILITIES RENOVATION/CONSTRUCTION-TARGET MARKET EXTEND 365 DAYS TO 02/04/03-INCREASE VENDOR LIMIT

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: T26461

THIS PURCHASE IS FOR DEPARTMENT: 85 - DEPT OF AVIATION

SUBMIT THE ORIGINAL INVOICE TO:

PO Line	Ship Line	COMMODITY INFORMATION	QUANTITY	UOM	UNIT COST	TOTAL COST					
1	1	96842	11,911.26	USD	1.00	11,911.26					
		GENERAL CONSTRUCTION - PUBLIC WORKS RELATED GENERAL FACILITIES RENOVATION/CONSTRUCTION JM1020; MIDWAY AIRPORT GLASS REPLACEMENT; CONCOURSE A		# JM1020							
Dist	BFY	FUND	COST CTR	APPR	ACCNT	ACTV	PROJECT	RPT CAT	GENRL	FUTR	
1	096	0603	0854320	1032	220540	0000	M103220E	000000	00000	0000	11,911.26
										SHIPMENT TOTAL:	11,911.26

RELEASE TOTAL: 11,911.26

APPROVAL:

SIGNATURE

*[Signature]*  
DATE 12/22/04

SIGNATURE

DATE

*[Signature]* 12.20.04

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: Department of Aviation

Date: 11/05/2004

Sub-Order Total: \$11,911.26

**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. Pursant 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 naure 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: **JM-1020** Midway - Glass Replacement Concourse A  
Specification, loan or other Identifying number: **T0968420901**

2. Name of Contractor: **Meccor Industries, Ltd.**


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) \$
MTH Industries	One MTH Plaza Hillside, IL 60162	Non	Building Specialties	9,470.00
Meccor Industries, Ltd.	3933 Oakton Street Skokie, IL 60076	MBE	General Contractor	2,441.26

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.


  
Signature

November 5, 2004  
Date

James P. Harrer  
Name (type or print)

Project Manager  
Title

Subscribed and sworn to before me  
this 5<sup>th</sup> day of Nov. 2004

  
Notary Public Signature



City of Chicago  
Richard M. Daley, Mayor

Department of Aviation

John A. Roberson  
Commissioner

Chicago O'Hare  
International Airport  
P.O. Box 66142  
Chicago, Illinois 60666  
(773) 686-2200  
(773) 601-8333 (TTY)

Chicago Midway  
International Airport  
5700 South Cicero Avenue  
Chicago, Illinois 60638  
(773) 838-0600  
(773) 838-0795 (TTY)

www.flychicago.com

September 1, 2004

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

Attention: Katherine Whitehead  
City JOC Manager

Re: JOC Project Number: JM-1020  
Project Title: Midway Airport – Glass Replacement  
Estimated Cost: \$ 15,000.00  
Specification Number: B09684209  
Funding Source: \_\_\_\_\_

Dear Mr. Griggs:

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

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

Sincerely,

John A. Roberson  
Commissioner

APPROVED BY:

Managing Deputy Commissioner

APPROVED:

Eric J. Griggs  
Chief Procurement Officer



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



**DEPARTMENT OF AVIATION**

**ALL PURPOSE REQUISITION FORM**

PAGE 1 OF 1

DATE 7/28/04

DOA SECTION ID

AIRPORT CONTROL #

DATE REQUIRED BY

SHIPPING CODE

TERM LINE	COMMODITY CODE	DESCRIBE AND JUSTIFY GOODS OR SERVICES, OR ENTER CATALOG INFORMATION AS SHOWN	UNIT PRICE	UNIT QUANTITY	TOTAL PRICE
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JM 1020 Midway Airport - Glass Replacement

\$15,000.00

The project consists of replacing nine (9) glass panels located at the termination of Concourse A.

M1032-11

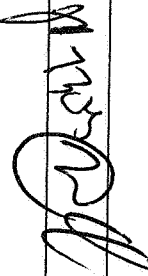
CHECK OR COMPLETE ALL THAT APPLY							FY	LINE	FUND	DPT	ORGN	APPROP	OBJECT	PROJECT	UNIT PRICE	UNIT QUANTITY	TOTAL PRICE	
PARTICIPATING TA# T0968420901							27	96	803	85	4320	1032	0540	M103220		\$15,000.00		(\$15,000.00)

PAGE TOTAL  
GRAND TOTAL  
(\$15,000.00)  
(\$15,000.00)

**VENDOR INFORMATION**

COMPANY NAME Meccor Industries  
 ADDRESS 3933 Oakton Street  
 Skokie, Illinois 60076  
 VENDOR CODE 1004648  
 VENDOR REPRESENTATIVE Jonathan Eng

**DOA SECTION INFORMATION**

SECTION MANAGER/  
APRF FILLED OUT BY:  
 AIRPORT ADDRESS:  
 DEPUTY AUTHORIZATION:   
 DATE: PHONE:

NEW TA OR CONTRACT	SOLE SOURCE
PURCHASE ORDER	CONTRACT AMENDMENT
DIRECT VOUCHER	EMERGENCY REQUEST
7 DAY BID	

## ATTACHMENT "A"

Project Number: JM-1020 Department: Midway Airport

Project Manager: Keisha Johnson Telephone Number: (773) 838-0196

### **UTILIZING JOC FOR CITY CONSTRUCTION PROJECTS**

For all proposed projects please complete Items 1 and 2 below. As appropriate, complete Items 3, 4 and 5.

(Attach to the MOA)

- 1.) **Description of Project**  
The project consists of replacing 9 glass panels located at the termination of Concourse A. The scope of work includes the removal of the existing panels to be replaced with specified glass.
- 2.) **Suitability for JOC Procurement System**  
This project is appropriate for the JOC Program because the scope of work falls directly under the requirements set forth in the JOC Contract and all items in the cost proposal will conform to the JOC Unit Price Book.
- 3.) **Construction Trades**  
The scope of work will be in accordance with the detailed specifications of the JOC Contract Documents.
- 4.) **Non-Prepriced Proposals**  
Non-applicable.
- 5.) **City of Chicago Term Contract Scope of Work**  
The City of Chicago does not hold a Term Contract for this type of work.



# JOC Tracking Document

City of Chicago  
Department of Aviation

Project Number: JM 1020

Project Name: Midway Airport - Glass Replacement

## Memorandum of Authorization

JOC Request Form Submitted: 06/11/04

MOA Requested by B&M: 07/28/04

**Development**

Delivered \_\_\_\_\_  
initial date

Signed \_\_\_\_\_  
initial date

**Finance**

Delivered \_\_\_\_\_  
initial date

Funded \_\_\_\_\_  
initial date

**Commissioner**

Delivered \_\_\_\_\_  
initial date

Received \_\_\_\_\_  
initial date

**Contracts**

Delivered \_\_\_\_\_  
initial date

Signed \_\_\_\_\_  
initial date

**Procurement**

Delivered \_\_\_\_\_  
initial date

Signed \_\_\_\_\_  
initial date

## Sub-Order Release / Modification

MOA Approved:

Proposal Approved:

Disclosure & Schedule D:

SOR / SOM Requested by B&M:

**AOR**

Delivered \_\_\_\_\_  
initial date

Signed \_\_\_\_\_  
initial date

**Development (SOM)**

Delivered \_\_\_\_\_  
initial date

Signed \_\_\_\_\_  
initial date

**Finance**

(only if costs greater than budget)

Delivered \_\_\_\_\_  
initial date

Released \_\_\_\_\_  
initial date

**Contracts**

Delivered \_\_\_\_\_  
initial date

Received \_\_\_\_\_  
initial date

**Procurement**

Delivered \_\_\_\_\_  
initial date

Approved \_\_\_\_\_  
initial date

**B&M**

Received \_\_\_\_\_  
initial date

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**DEPARTMENT OF AVIATION  
DEVELOPMENT DIVISION  
JOB ORDER CONTRACT (J. O. C.)  
REQUEST FORM**

User Dept.: DEVELOPMENT Date: JUNE 9, 2004  
 Originator: CRAIG EVANKOE Phone: 773-838-0154  
 Project Name: GLASS REPLACEMENT IN CONCOURSE A  
 Project Scope: REMOVE CLEAR GLASS PANELS AND REPLACE WITH VISION INSULATED GLASS PANELS

Justification: THIS ITEM IS NOT CONTAINED WITHIN A TERM CONTRACT

Project Budget: \_\_\_\_\_  
 Funding Strip: m1032-11

[Signature] 6/14  
 User Deputy Commissioner Date

[Signature] 6/16/04  
 Assigned DOA Project Manager Date

**Originator to complete all information above this line**

Can this request be completed by one of the following:

- |   |                 |     |                          |    |                                     |
|---|-----------------|-----|--------------------------|----|-------------------------------------|
| 1 | In-House Trades | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| 2 | Term Contract   | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |
| 3 | Competitive Bid | Yes | <input type="checkbox"/> | No | <input checked="" type="checkbox"/> |

If No, for any of the above please explain: \_\_\_\_\_

[Signature] 6/16/04  
 Director of Development Date

I have reviewed the above project scope and justification and concur that this project is appropriate for JOC.

[Signature]  
 Managing Deputy Commissioner Development Date 6/17/04

**RECEIVED**  
 OCT 26 REC'D -04