

11-83-001

PROFESSIONAL SERVICES AGREEMENT

OPTICAL SCAN BALLOT PRINTING SERVICES

BETWEEN



**COOK COUNTY GOVERNMENT
CLERK'S OFFICE**

AND

LAKE COUNTY PRESS

**APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS**

JAN 18 2012

COM _____

PROFESSIONAL SERVICES AGREEMENT

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AGREEMENT

This Agreement is made and entered into by and between the County of Cook, a public body corporate of the State of Illinois, on behalf of Office of the Purchasing Agent hereinafter referred to as "County" and Lake County Press, doing business as a(an) Corporation of the State of Illinois hereinafter referred to as "Consultant", pursuant to authorization by the Cook County Board of Commissioners on the _____ day of _____, 2011, as evidenced by Board Authorization letter attached hereto as EXHIBIT "4".

BACKGROUND

The County of Cook issued a Request for Proposals "RFP" for 11-83-001 for Optical Scan Ballot Printing Services. Proposals were evaluated in accordance with the evaluation criteria published in the RFP. The Consultant was selected based on the proposal submitted and evaluated by the County representatives.

Consultant represents that it has the professional experience and expertise to provide the necessary services and further warrants that it is ready, willing and able to perform in accordance with the terms and conditions as set forth in this Agreement.

NOW, THEREFORE, the County and Consultant agree as follows:

TERMS AND CONDITIONS

ARTICLE 1) INCORPORATION OF BACKGROUND

The Background information set forth above is incorporated by reference as if fully set forth here.

ARTICLE 2) DEFINITIONS

a) Definitions

The following words and phrases have the following meanings for purposes of this Agreement:

"Additional Services" means those services which are within the general scope of Services of this Agreement, but beyond the description of services required under Article 3, and all services

reasonably necessary to complete the Additional Services to the standards of performance required by this Agreement. Any Additional Services requested by the Department require the approval of the Purchasing Agent in a written modification to this Agreement before Consultant is obligated to perform those Additional Services and before the County becomes obligated to pay for those Additional Services.

"Agreement" means this Professional Services Agreement, including all exhibits attached to it and incorporated in it by reference, and all amendments, modifications or revisions made in accordance with its terms.

"Purchasing Agent" means the Purchasing Agent for the County of Cook and any representative duly authorized in writing to act on his behalf.

"Department" means the Cook County Clerk's Office.

"Services" means, collectively, the services, duties and responsibilities described in Article 3 of this Agreement and any and all work necessary to complete them or carry them out fully and to the standard of performance required in this Agreement.

"Subcontractor" means any person or entity with whom Consultant contracts to provide any part of the Services, including subcontractors and subconsultants of any tier, suppliers and materials providers, whether or not in privity with Consultant.

b) Interpretation

i) The term **"include"** (in all its forms) means "include, without limitation" unless the context clearly states otherwise.

ii) All references in this Agreement to Articles, Sections or Exhibits, unless otherwise expressed or indicated are to the Articles, Sections or Exhibits of this Agreement.

iii) Words importing persons include firms, associations, partnerships, trusts, corporations and other legal entities, including public bodies, as well as natural persons.

iv) Any headings preceding the text of the Articles and Sections of this Agreement, and any table of contents or marginal notes appended to it, are solely for convenience or reference and do not constitute a part of this Agreement, nor do they affect the meaning, construction or effect of this Agreement.

v) Words importing the singular include the plural and vice versa. Words of the masculine gender include the correlative words of the feminine and neuter genders.

vi) All references to a number of days mean calendar days, unless expressly indicated otherwise.

c) Incorporation of Exhibits

The following attached Exhibits are made a part of this Agreement:

- Exhibit 1 Scope of Services
- Exhibit 2 Schedule of Compensation
- Exhibit 3 Evidence of Insurance
- Exhibit 4 Board Authorization

ARTICLE 3) DUTIES AND RESPONSIBILITIES OF CONSULTANT

a) Scope of Services

This description of Services is intended to be general in nature and is neither a complete description of Consultant's Services nor a limitation on the Services that Consultant is to provide under this Agreement. Consultant must provide the Services in accordance with the standards of performance set forth in Section 3c. The Services that Consultant must provide include, but are not limited to, those described in Exhibit 1, Scope of Services and Time Limits for Performance, which is attached to this Agreement and incorporated by reference as if fully set forth here.

b) Deliverables

In carrying out its Services, Consultant must prepare or provide to the County various Deliverables. "Deliverables" include work product, such as written reviews, recommendations, reports and analyses, produced by Consultant for the County.

The County may reject Deliverables that do not include relevant information or data, or do not include all documents or other materials specified in this Agreement or reasonably necessary for the purpose for which the County made this Agreement or for which the County intends to use the Deliverables. If the County determines that Consultant has failed to comply with the foregoing standards, it has 30 days from the discovery to notify Consultant of its failure. If Consultant does not correct the failure, if it is possible to do so, within 30 days after receipt of notice from the County specifying the failure, then the County, by written notice, may treat the failure as a default of this Agreement under Article 9.

Partial or incomplete Deliverables may be accepted for review only when required for a specific and well-defined purpose and when consented to in advance by the County. Such Deliverables will not be considered as satisfying the requirements of this Agreement and partial or incomplete Deliverables in no way relieve Consultant of its commitments under this Agreement.

c) Standard of Performance

Consultant must perform all Services required of it under this Agreement with that degree of skill, care and diligence normally shown by a consultant performing services of a scope and purpose and magnitude comparable with the nature of the Services to be provided under this Agreement. Consultant acknowledges that it is entrusted with or has access to valuable and confidential information and records of the County and with respect to that information, Consultant agrees to be held to the standard of care of a fiduciary.

Consultant must assure that all Services that require the exercise of professional skills or judgment are accomplished by professionals qualified and competent in the applicable discipline and appropriately licensed, if required by law. Consultant must provide copies of any such licenses. Consultant remains responsible for the professional and technical accuracy of all Services or Deliverables furnished, whether by Consultant or its Subcontractors or others on its behalf. All Deliverables must be prepared in a form and content satisfactory to the Department and delivered in a timely manner consistent with the requirements of this Agreement.

If Consultant fails to comply with the foregoing standards, Consultant must perform again, at its own expense, all Services required to be re-performed as a direct or indirect result of that failure. Any review, approval, acceptance or payment for any of the Services by the County does not relieve Consultant of its responsibility for the professional skill and care and technical accuracy of its Services and Deliverables. This provision in no way limits the County's rights against Consultant either under this Agreement, at law or in equity.

d) Personnel

i) Adequate Staffing

Consultant must, upon receiving a fully executed copy of this Agreement, assign and maintain during the term of this Agreement and any extension of it an adequate staff of competent personnel that is fully equipped, licensed as appropriate, available as needed, qualified and assigned exclusively to perform the Services. Consultant must include among its staff the Key Personnel and positions as identified below. The level of staffing may be revised from time to time by notice in writing from Consultant to the County and with written consent of the County, which consent the County will not withhold unreasonably. If the County fails to object to the revision within 14 days after receiving the notice, then the revision will be considered accepted by the County.

ii) Key Personnel

Consultant must not reassign or replace Key Personnel without the written consent of the County, which consent the County will not unreasonably withhold. "**Key Personnel**" means those job titles and the persons assigned to those positions in accordance with the provisions of this Section 3.d(ii). The Department may at any time in writing notify Consultant that the

County will no longer accept performance of Services under this Agreement by one or more Key Personnel listed. Upon that notice Consultant must immediately suspend the services of the key person or persons and must replace him or them in accordance with the terms of this Agreement.

List of Key Personnel:

Name:	Title:
Mr. James Wicklander	Senior Account Executive
Mr. Kevin Jennings	Senior Customer Service Representative

iii) Salaries and Wages

Consultant and Subcontractors must pay all salaries and wages due all employees performing Services under this Agreement unconditionally and at least once a month without deduction or rebate on any account, except only for those payroll deductions that are mandatory by law or are permitted under applicable law and regulations. If in the performance of this Agreement Consultant underpays any such salaries or wages, the Comptroller for the County may withhold, out of payments due to Consultant, an amount sufficient to pay to employees underpaid the difference between the salaries or wages required to be paid under this Agreement and the salaries or wages actually paid these employees for the total number of hours worked. The amounts withheld may be disbursed by the Comptroller for and on account of Consultant to the respective employees to whom they are due. The parties acknowledge that this Section 3.4(c) is solely for the benefit of the County and that it does not grant any third party beneficiary rights.

e) Minority and Women's Business Enterprises Commitment

In the performance of this Agreement, including the procurement and lease of materials or equipment, Consultant must abide by the minority and women's business enterprise commitment requirements of the Cook County Ordinance, (Article IV, Section 34-277) except to the extent waived by the Compliance Director. Consultant's completed MBE/WBE Utilization Plan evidencing its compliance with this requirement are a part of this Agreement, in Exhibit 3, upon acceptance by the Compliance Director. Consultant must utilize minority and women's business enterprises at the greater of the amounts committed to by the Consultant for this Agreement in accordance with Exhibit 3.

f) Insurance

Consultant must provide and maintain at Consultant's own expense, during the term of this Agreement and any time period following expiration if Consultant is required to return and perform any of the Services or Additional Services under this Agreement, the insurance coverages and requirements specified below, insuring all operations related to this Agreement.

i) Insurance To Be Provided

(1) Workers Compensation and Employers Liability

Workers Compensation Insurance, as prescribed by applicable law, covering all employees who are to provide a service under this Agreement and Employers Liability coverage with limits of not less than \$500,000 each accident or illness.

(2) Commercial General Liability (Primary and Umbrella)

Commercial General Liability Insurance or equivalent with limits of not less than \$2,000,000 per occurrence for bodily injury, personal injury and property damage liability. Coverages must include the following: All premises and operations, products/completed operations, separation of insureds, defense and contractual liability (with no limitation endorsement). Cook County is to be named as an additional insured on a primary, non-contributory basis for any liability arising directly or indirectly from the Services.

Subcontractors performing Services for Consultant must maintain limits of not less than \$1,000,000 with the same terms in this Section 3.6(a)(ii).

(3) Automobile Liability (Primary and Umbrella)

When any motor vehicles (owned, non-owned and hired) are used in connection with Services to be performed, Consultant must provide Automobile Liability Insurance with limits of not less than \$1,000,000 per occurrence limit, for bodily injury and property damage. The County is to be named as an additional insured on a primary, non-contributory basis.

(4) Professional Liability

When any professional consultants perform Services in connection with this Agreement, Professional Liability Insurance covering acts, errors or omissions must be maintained with limits of not less than \$2,000,000. Coverage must include contractual liability. When policies are renewed or replaced, the policy retroactive date must coincide with, or precede, start of Services on this Agreement. A claims-made policy which is not renewed or replaced must have an extended reporting period of 2 years.

Subcontractors performing Services for Consultant must maintain limits of not less than \$1,000,000 with the same terms in this Section 3.6(a)(iv).

(5) Valuable Papers

When any designs, drawings, specifications and documents are produced or used under this Agreement, Valuable Papers Insurance must be maintained in an amount to insure against any loss whatsoever, and must have limits sufficient to pay for the re-creation and reconstruction of such records.

ii) **Additional Requirements**

(1) Consultant must furnish the County of Cook, Cook County, Office of the Purchasing Agent, 118 N, Clark St., Room 1018, Chicago, IL 60602, original Certificates of Insurance, or such similar evidence, to be in force on the date of this Agreement, and Renewal Certificates of Insurance, or such similar evidence, if the coverages have an expiration or renewal date occurring during the term of this Agreement. Consultant must submit evidence of insurance on the County Insurance Certificate Form (copy attached as Exhibit 5) or equivalent prior to Agreement award. The receipt of any certificate does not constitute agreement by the County that the insurance requirements in this Agreement have been fully met or that the insurance policies indicated on the certificate are in compliance with all Agreement requirements. The failure of the County to obtain certificates or other insurance evidence from Consultant is not a waiver by the County of any requirements for Consultant to obtain and maintain the specified coverages. Consultant must advise all insurers of the provisions in this Agreement regarding insurance. Non-conforming insurance does not relieve Consultant of the obligation to provide insurance as specified in this Agreement. Nonfulfillment of the insurance conditions may constitute a violation of this Agreement, and the County retains the right to terminate this Agreement or to suspend this Agreement until proper evidence of insurance is provided.

(1) The insurance must provide for 60 days prior written notice to be given to the County in the event coverage is substantially changed, canceled or non-renewed. All deductibles or self-insured retentions on referenced insurance coverages must be borne by Consultant. Consultant agrees that insurers waive their rights of subrogation against the County of Cook, its employees, elected officials, agents or representatives.

(2) The coverages and limits furnished by Consultant in no way limit Consultant's liabilities and responsibilities specified within this Agreement or by law. Any insurance or self-insurance programs maintained by the County of Cook apply in excess of and do not contribute with insurance provided by Consultant under this Agreement.

(3) The required insurance is not limited by any limitations expressed in the indemnification language in this Agreement or any limitation placed on the indemnity in this Agreement given as a matter of law.

(4) Consultant must require all Subcontractors to provide the insurance required in this Agreement, or Consultant may provide the coverages for Subcontractors. All Subcontractors are subject to the same insurance requirements as Consultant unless otherwise specified in this Agreement. If Consultant or Subcontractor desires additional coverages, the party desiring the additional coverages is responsible for its acquisition and cost.

(5) The County's Risk Management Office maintains the right to modify, delete, alter or change these requirements. "**Risk Management Office**" means the Risk Management Office, which is under the direction of the Director of Risk Management and is charged with reviewing and analyzing insurance and related liability matters for the County.

g) Indemnification

The Contractor covenants and agrees to indemnify and save harmless the County and its commissioners, officials, employees, agents and representatives, and their respective heirs, successors and assigns, from and against any and all costs, expenses, attorney's fees, losses, damages and liabilities incurred or suffered directly or indirectly from or attributable to any claims arising out of or incident to the performance or nonperformance of the Contract by the Contractor, or the acts or omissions of the officers, agents, employees, contractors, subcontractors, licensees or invitees of the Contractor. The Contractor expressly understands and agrees that any Performance Bond or insurance protection required of the Contractor, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify the County as hereinabove provided.

h) Confidentiality and Ownership of Documents

Contractor acknowledges and agrees that information regarding this Contract is confidential and shall not be disclosed, directly, indirectly or by implication, or be used by Contractor in any way, whether during the term of this Contract or at any time thereafter, except solely as required in the course of Contractor's performance hereunder. Contractor shall comply with the applicable privacy laws and regulations affecting County and will not disclose any of County's records, materials, or other data to any third party. Contractor shall not have the right to compile and distribute statistical analyses and reports utilizing data derived from information or data obtained from County without the prior written approval of County. In the event such approval is given, any such reports published and distributed by Contractor shall be furnished to County without charge.

All documents, data, studies, reports, work product or product created as a result of the performance of the Contract (the "Documents") shall be included in the Deliverables and shall be the property of the County of Cook. It shall be a breach of this Contract for the Contractor to reproduce or use any documents, data, studies, reports, work product or product obtained from the County of Cook or any Documents created hereby, whether such reproduction or use is for Contractor's own purposes or for those of any third party. During the performance of the Contract Contractor shall be responsible of any loss or damage to the Documents while they are in Contractor's possession, and any such loss or damage shall be restored at the expense of the Contractor. The County and its designees shall be afforded full access to the Documents and the work at all times.

i) Patents, Copyrights and Licenses

If applicable, Contractor shall furnish the Purchasing Agent with all licenses required for the County to utilize any software, including firmware or middleware, provided by Contractor as part of the Deliverables. Such licenses shall be clearly marked with a reference to the number of this County Contract. Contractor shall also furnish a copy of such licenses to the Purchasing Agent. Unless otherwise stated in these Contract documents, such licenses shall be perpetual and shall not limit the number of persons who may utilize the software on behalf of the County.

Contractor agrees to hold harmless and indemnify the County, its officers, agents, employees and

affiliates from and defend, at its own expense (including reasonable attorneys', accountants' and consultants' fees), any suit or proceeding brought against County based upon a claim that the ownership and/or use of equipment, hardware and software or any part thereof provided to the County or utilized in performing Contractor's services constitutes an infringement of any patent, copyright or license or any other property right.

In the event the use of any equipment, hardware or software or any part thereof is enjoined, Contractor with all reasonable speed and due diligence shall provide or otherwise secure for County, at the Contractor's election, one of the following: the right to continue use of the equipment, hardware or software; an equivalent system having the Specifications as provided in this Contract; or Contractor shall modify the system or its component parts so that they become non-infringing while performing in a substantially similar manner to the original system, meeting the requirements of this Contract.

j) Examination of Records and Audits

The Contractor agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after the final payment under the Contract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices, and records of the Contractor related to the Contract, or to Contractor's compliance with any term, condition or provision thereof. The Contractor shall be responsible for establishing and maintaining records sufficient to document the costs associated with performance under the terms of this Contract.

The Contractor further agrees that it shall include in all of its subcontracts hereunder a provision to the effect that the subcontractor agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after final payment under the subcontract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices and records of such subcontractor involving transactions relating to the subcontract, or to such subcontractor's compliance with any term, condition or provision thereunder or under the Contract.

In the event the Contractor receives payment under the Contract, reimbursement for which is later disallowed by the County, the Contractor shall promptly refund the disallowed amount to the County on request, or at the County's option, the County may credit the amount disallowed from the next payment due or to become due to the Contractor under any contract with the County.

To the extent this Contract pertains to Deliverables which may be reimbursable under the Medicaid or Medicare Programs, Contractor shall retain and make available upon request, for a period of four (4) years after furnishing services pursuant to this Agreement, the contract, books, documents and records which are necessary to certify the nature and extent of the costs of such services if requested by the Secretary of Health and Human Services or the Comptroller General of the United States or any of their duly authorized representatives. If Contractor carries out any of its duties under the Agreement through a subcontract with a related organization involving a

value of cost of \$10,000.00 or more over a 12 month period, Contractor will cause such subcontract to contain a clause to the effect that, until the expiration of four years after the furnishing of any service pursuant to said subcontract, the related organization will make available upon request of the Secretary of Health and Human Services or the Comptroller General of the United States or any of their duly authorized representatives, copies of said subcontract and any books, documents, records and other data of said related organization that

are necessary to certify the nature and extent of such costs. This paragraph relating to the retention and production of documents is included because of possible application of Section 1861(v)(1)(I) of the Social Security Act to this Agreement; if this Section should be found to be inapplicable, then this paragraph shall be deemed inoperative and without force and effect.

k) Subcontract Subcontracting or Assignment of Contract or Contract Funds

Once awarded, this Contract shall not be subcontracted or assigned, in whole or in part, without the advance written approval of the Purchasing Agent, which approval shall be granted or withheld at the sole discretion of the Purchasing Agent. In no case, however, shall such approval relieve the Contractor from its obligations or change the terms of the Contract. The Contractor shall not transfer or assign any Contract funds or any interest therein due or to become due without the advance written approval of the Purchasing Agent. The unauthorized subcontracting or assignment of the Contract, in whole or in part, or the unauthorized transfer or assignment of any Contract funds, either in whole or in part, or any interest therein, which shall be due or are to become due the Contractor shall have no effect on the County and are null and void.

Prior to the commencement of the Contract, the Contractor shall identify in writing to the Purchasing Agent the names of any and all subcontractors it intends to use in the performance of the Contract. The Purchasing Agent shall have the right to disapprove any subcontractor. Identification of subcontractors to the Purchasing Agent shall be in addition to any communications with County offices other than the Purchasing Agent. All subcontractors shall be subject to the terms of this Contract. Contractor shall incorporate into all subcontracts all of the provisions of the Contract which affect such subcontract. Copies of subcontracts shall be provided to the Purchasing Agent upon request.

The Contractor must disclose the name and business address of each subcontractor, attorney, lobbyist, accountant, consultant and any other person or entity whom the Contractor has retained or expects to retain in connection with the Matter, as well as the nature of the relationship, and the total amount of the fees paid or estimated to be paid. The Contractor is not required to disclose employees who are paid or estimated to be paid. The Contractor is not required to disclose employees who are paid solely through the contractor's regular payroll. "Lobbyist" means any person or entity who undertakes to influence any legislation or administrative action on behalf of any person or entity other than: (1) a not-for-profit entity, on an unpaid basis, or (2), himself. "Lobbyist" also means any person or entity any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action. If the Contractor is uncertain whether a disclosure is required under this Section, the Contractor must either ask the

County, whether disclosure is required or make the disclosure.

The County reserves the right to prohibit any person from entering any County facility for any reason. All contractors and subcontractors of the Contractor shall be accountable to the Purchasing Agent or his designee while on any County property and shall abide by all rules and regulations imposed by the County.

ARTICLE 4) TERM OF PERFORMANCE

a) Term of Performance

This Agreement takes effect as of the date in the preamble ("**Effective Date**") and continues until for a period of two (2) years or until this Agreement is terminated in accordance with its terms, whichever occurs first.

b) Timeliness of Performance

i) Consultant must provide the Services and Deliverables within the term and within the time limits required under this Agreement, pursuant to the provisions of Section 4.a and Exhibit 1. Further, Consultant acknowledges that TIME IS OF THE ESSENCE and that the failure of Consultant to comply with the time limits described in this Section 4.2 may result in economic or other losses to the County.

ii) Neither Consultant nor Consultant's agents, employees or Subcontractors are entitled to any damages from the County, nor is any party entitled to be reimbursed by the County, for damages, charges or other losses or expenses incurred by Consultant by reason of delays or hindrances in the performance of the Services, whether or not caused by the County.

c) Agreement Extension Option

The Purchasing Agent may at any time before this Agreement expires elect to extend this Agreement for up to 2 additional one-year periods under the same terms and conditions as this original Agreement, except as provided otherwise in this Agreement, by notice in writing to Consultant. After notification by the Purchasing Agent, this Agreement must be modified to reflect the time extension in accordance with the provisions of Section 10.c.

ARTICLE 5) COMPENSATION

a) Basis of Payment

The County will pay Consultant according to the Schedule of Compensation in the attached Exhibit 2 for the successful completion of services.

b) Method of Payment

All invoices submitted by the Contractor shall be in accordance with the cost provisions according to the Schedule of Compensation in the attached Exhibit 2. The invoices shall contain a detailed description of the Deliverables for which payment is requested. All invoices shall reflect the amounts invoiced by and the amounts paid to the Contractor as of the date of the invoice, and shall be submitted together with a properly completed County Voucher form (29A). Invoices for new charges shall not include "past due" amounts, if any, which amounts must be set forth on a separate invoice. No payments shall be made with respect to invoices which do not include the County Voucher form or which otherwise fail to comply with the requirements of this paragraph. Contractor shall not be entitled to invoice the County for any late fees or other penalties.

c) Funding

The source of funds for payments under this Agreement is Fund number 524-240. Payments under this Agreement must not exceed \$1,123,291.00 without a written amendment in accordance with Section 10.c.

d) Non-Appropriation

If no funds or insufficient funds are appropriated and budgeted in any fiscal period of the County for payments to be made under this Agreement, then the County will notify Consultant in writing of that occurrence, and this Agreement will terminate on the earlier of the last day of the fiscal period for which sufficient appropriation was made or whenever the funds appropriated for payment under this Agreement are exhausted. Payments for Services completed to the date of notification will be made to Consultant. No payments will be made or due to Consultant and under this Agreement beyond those amounts appropriated and budgeted by the County to fund payments under this Agreement.

e) Taxes

Federal Excise Tax does not apply to materials purchased by the County by virtue of Exemption Certificate No. 36-75-0038K. Illinois Retailers' Occupation Tax, Use Tax and Municipal Retailers' Occupation Tax do not apply to deliverables, materials or services purchased by the County by virtue of statute. The price or prices quoted herein shall include any and all other federal and/or state, direct and/or indirect taxes which apply to this Contract. The County's State of Illinois Sales Tax Exemption Identification No. is E-9998-2013-05.

f) Price Reduction

If at any time after the contract award, Contractor makes a general price reduction in the

price of any of the Deliverables, the equivalent price reduction based on similar quantities and/or considerations shall apply to this Contract for the duration of the Contract period. For purposes of this Section 5.f., Price Reduction, a general price reduction shall include reductions in the effective price charged by Contractor by reason of rebates, financial incentives, discounts, value points or other benefits with respect to the purchase of the Deliverables. Such price reductions shall be effective at the same time and in the same manner as the reduction Contractor makes in the price of the Deliverables to its prospective customers generally.

g) Contractor Credits

To the extent the Contractor gives credits toward future purchases of goods or services, financial incentives, discounts, value points or other benefits based on the purchase of the materials or services provided for under this Contract, such credits belong to the County and not any specific using department. Contractor shall reflect any such credits on its invoices and in the amounts it invoices the County.

ARTICLE 6) DISPUTES

Any dispute arising under the Contract between the County and Contractor shall be decided by the Purchasing Agent. The complaining party shall submit a written statement detailing the dispute and specifying the specific relevant Contract provision(s) to the Purchasing Agent. Upon request of the Purchasing Agent, the party complained against shall respond to the complaint in writing within five days of such request. The Purchasing Agent will reduce her decision to writing and mail or otherwise furnish a copy thereof to the Contractor. The decision of the Purchasing Agent will be final and binding. Dispute resolution as provided herein shall be a condition precedent to any other action at law or in equity. However, unless a notice is issued by the Purchasing Agent indicating that additional time is required to review a dispute, the parties may exercise their contractual remedies, if any, if no decision is made within sixty (60) days following notification to the Purchasing Agent of a dispute. No inference shall be drawn from the absence of a decision by the Purchasing Agent. Notwithstanding a dispute, Contractor shall continue to discharge all its obligations, duties and responsibilities set forth in the Contract during any dispute resolution proceeding unless otherwise agreed to by the County in writing.

ARTICLE 7) COMPLIANCE WITH ALL LAWS

The Contractor shall observe and comply with the laws, ordinances, regulations and codes of the Federal, State, County and other local government agencies which may in any manner affect the performance of the Contract including, but not limited to, those County Ordinances set forth in the Certifications attached hereto and incorporated herein. Assurance of compliance with this requirement by the Contractor's employees, agents or subcontractors shall be the responsibility of the Contractor.

The Contractor shall secure and pay for all federal, state and local licenses, permits and fees required hereunder.

ARTICLE 8) SPECIAL CONDITIONS

a) Warranties and Representations

In connection with signing and carrying out this Agreement, Consultant:

- i) warrants that Consultant is appropriately licensed under Illinois law to perform the Services required under this Agreement and will perform no Services for which a professional license is required by law and for which Consultant is not appropriately licensed;
- ii) warrants it is financially solvent; it and each of its employees, agents and Subcontractors of any tier are competent to perform the Services required under this Agreement; and Consultant is legally authorized to execute and perform or cause to be performed this Agreement under the terms and conditions stated in this Agreement;
- iii) warrants that it will not knowingly use the services of any ineligible consultant or Subcontractor for any purpose in the performance of its Services under this Agreement;
- iv) warrants that Consultant and its Subcontractors are not in default at the time this Agreement is signed, and have not been considered by the Purchasing Agent to have, within 5 years immediately preceding the date of this Agreement, been found to be in default on any contract awarded by the County ;
- v) represents that it has carefully examined and analyzed the provisions and requirements of this Agreement; it understands the nature of the Services required; from its own analysis it has satisfied itself as to the nature of all things needed for the performance of this Agreement; this Agreement is feasible of performance in accordance with all of its provisions and requirements, and Consultant warrants it can and will perform, or cause to be performed, the Services in strict accordance with the provisions and requirements of this Agreement;
- vi) represents that Consultant and, to the best of its knowledge, its Subcontractors are not in violation of the provisions of the Illinois Criminal Code, 720 ILCS 5/33E as amended, and the Illinois Municipal Code, 65 ILCS 5/11-42.1-1; and
- vii) acknowledges that any certification, affidavit or acknowledgment made under oath in connection with this Agreement is made under penalty of perjury and, if false, is also cause for termination under Sections 9.1 and 9.3.

b) Ethics

i) In addition to the foregoing warranties and representations, Consultant warrants:

(1) no officer, agent or employee of the County is employed by Consultant or has a financial interest directly or indirectly in this Agreement or the compensation to be paid under this Agreement except as may be permitted in writing by the Board of Ethics.

(2) no payment, gratuity or offer of employment will be made in connection with this Agreement by or on behalf of any Subcontractors to the prime Consultant or higher tier Subcontractors or anyone associated with them, as an inducement for the award of a subcontract or order.

c) Joint and Several Liability

If Consultant, or its successors or assigns, if any, is comprised of more than one individual or other legal entity (or a combination of them), then under this Agreement, each and without limitation every obligation or undertaking in this Agreement to be fulfilled or performed by Consultant is the joint and several obligation or undertaking of each such individual or other legal entity.

d) Business Documents

At the request of the County, Consultant must provide copies of its latest articles of incorporation, by-laws and resolutions, or partnership or joint venture agreement, as applicable.

e) Conflicts of Interest

i) No member of the governing body of the County or other unit of government and no other officer, employee or agent of the County or other unit of government who exercises any functions or responsibilities in connection with the Services to which this Agreement pertains is permitted to have any personal interest, direct or indirect, in this Agreement. No member of or delegate to the Congress of the United States or the Illinois General Assembly and no Commissioner of the Cook County Board or County employee is allowed to be admitted to any share or part of this Agreement or to any financial benefit to arise from it.

ii) Consultant covenants that it, and to the best of its knowledge, its Subcontractors if any (collectively, "**Consulting Parties**"), presently have no direct or indirect interest and will not acquire any interest, direct or indirect, in any project or contract that would conflict in any manner or degree with the performance of its Services under this Agreement.

iii) Upon the request of the County, Consultant must disclose to the County its past client list and the names of any clients with whom it has an ongoing relationship. Consultant is not permitted to perform any Services for the County on applications or other documents submitted

to the County by any of Consultant's past or present clients. If Consultant becomes aware of a conflict, it must immediately stop work on the assignment causing the conflict and notify the County.

iv) Without limiting the foregoing, if the Consulting Parties assist the County in determining the advisability or feasibility of a project or in recommending, researching, preparing, drafting or issuing a request for proposals or bid specifications for a project, the Consulting Parties must not participate, directly or indirectly, as a prime, subcontractor or joint venturer in that project or in the preparation of a proposal or bid for that project during the term of this Agreement or afterwards. The Consulting Parties may, however, assist the County in reviewing the proposals or bids for the project if none of the Consulting Parties have a relationship with the persons or entities that submitted the proposals or bids for that project.

v) The Consultant further covenants that, in the performance of this Agreement, no person having any conflicting interest will be assigned to perform any Services or have access to any confidential information, as defined in Section 3.11 of this Agreement. If the County, by the Purchasing Agent in his reasonable judgment, determines that any of Consultant's Services for others conflict with the Services Consultant is to render for the County under this Agreement, Consultant must terminate such other services immediately upon request of the County.

vi) Furthermore, if any federal funds are to be used to compensate or reimburse Consultant under this Agreement, Consultant represents that it is and will remain in compliance with federal restrictions on lobbying set forth in Section 319 of the Department of the Interior and Related Agencies Appropriations Act for Fiscal year 1990, 31 U.S.C. § 1352, and related rules and regulations set forth at 54 Fed. Reg. 52,309 ff. (1989), as amended. If federal funds are to be used, Consultant must execute a Certification Regarding Lobbying, which will be attached as an exhibit and incorporated by reference as if fully set forth here.

f) Non-Liability of Public Officials

Consultant and any assignee or Subcontractor of Consultant must not charge any official, employee or agent of the County personally with any liability or expenses of defense or hold any official, employee or agent of the County personally liable to them under any term or provision of this Agreement or because of the County's execution, attempted execution or any breach of this Agreement.

ARTICLE 9) EVENTS OF DEFAULT, REMEDIES, TERMINATION, SUSPENSION AND RIGHT TO OFFSET

a) Events of Default Defined

The following constitute events of default:

- i) Any material misrepresentation, whether negligent or willful and whether in the inducement or in the performance, made by Consultant to the County.
- ii) Consultant's material failure to perform any of its obligations under this Agreement including the following:
 - (a) Failure due to a reason or circumstances within Consultant's reasonable control to perform the Services with sufficient personnel and equipment or with sufficient material to ensure the performance of the Services;
 - (b) Failure to perform the Services in a manner reasonably satisfactory to the Purchasing Agent or inability to perform the Services satisfactorily as a result of insolvency, filing for bankruptcy or assignment for the benefit of creditors;
 - (c) Failure to promptly re-perform within a reasonable time Services that were rejected as erroneous or unsatisfactory;
 - (d) Discontinuance of the Services for reasons within Consultant's reasonable control; and
 - (e) Failure to comply with any other material term of this Agreement, including the provisions concerning insurance and nondiscrimination.
- iii) Any change in ownership or control of Consultant without the prior written approval of the Purchasing Agent, which approval the Purchasing Agent will not unreasonably withhold.
- iv) Consultant's default under any other agreement it may presently have or may enter into with the County during the life of this Agreement. Consultant acknowledges and agrees that in the event of a default under this Agreement the County may also declare a default under any such other Agreements.
- (v) Failure to comply with Section 7a. in the performance of the Agreement.
- (vi) Consultant's repeated or continued violations of County ordinances unrelated to performance under the Agreement that in the opinion of the Purchasing Agent indicate a willful or reckless disregard for County laws and regulations.

b) Remedies

The occurrence of any event of default permits the County, at the County's sole option, to declare Consultant in default. The Purchasing Agent may in his sole discretion give Consultant an opportunity to cure the default within a certain period of time, which period of time must not exceed 30 days, unless extended by the Purchasing Agent. Whether to declare Consultant in default is within the sole discretion of the Purchasing Agent and neither that decision nor the

factual basis for it is subject to review or challenge under the Disputes provision of this Agreement.

The Purchasing Agent will give Consultant written notice of the default, either in the form of a cure notice ("**Cure Notice**"), or, if no opportunity to cure will be granted, a default notice ("**Default Notice**"). If the Purchasing Agent gives a Default Notice, he will also indicate any present intent he may have to terminate this Agreement, and the decision to terminate (but not the decision not to terminate) is final and effective upon giving the notice. The Purchasing Agent may give a Default Notice if Consultant fails to effect a cure within the cure period given in a Cure Notice. When a Default Notice with intent to terminate is given as provided in this Section 9.b and Article 11, Consultant must discontinue any Services, unless otherwise directed in the notice, and deliver all materials accumulated in the performance of this Agreement, whether completed or in the process, to the County. After giving a Default Notice, the County may invoke any or all of the following remedies:

- i) The right to take over and complete the Services, or any part of them, at Consultant's expense and as agent for Consultant, either directly or through others, and bill Consultant for the cost of the Services, and Consultant must pay the difference between the total amount of this bill and the amount the County would have paid Consultant under the terms and conditions of this Agreement for the Services that were assumed by the County as agent for the Consultant under this Section 9.2;
- ii) The right to terminate this Agreement as to any or all of the Services yet to be performed effective at a time specified by the County;
- iii) The right of specific performance, an injunction or any other appropriate equitable remedy;
- iv) The right to money damages;
- v) The right to withhold all or any part of Consultant's compensation under this Agreement;
- vi) The right to consider Consultant non-responsible in future contracts to be awarded by the County.

If the Purchasing Agent considers it to be in the County's best interests, he may elect not to declare default or to terminate this Agreement. The parties acknowledge that this provision is solely for the benefit of the County and that if the County permits Consultant to continue to provide the Services despite one or more events of default, Consultant is in no way relieved of any of its responsibilities, duties or obligations under this Agreement, nor does the County waive or relinquish any of its rights.

The remedies under the terms of this Agreement are not intended to be exclusive of any other remedies provided, but each and every such remedy is cumulative and is in addition to any other remedies, existing now or later, at law, in equity or by statute. No delay or omission to exercise

any right or power accruing upon any event of default impairs any such right or power, nor is it a waiver of any event of default nor acquiescence in it, and every such right and power may be exercised from time to time and as often as the County considers expedient.

c) Early Termination

In addition to termination under Sections 9.1 and 9.2 of this Agreement, the County may terminate this Agreement, or all or any portion of the Services to be performed under it, at any time by a notice in writing from the County to Consultant. The County will give notice to Consultant in accordance with the provisions of Article 11. The effective date of termination will be the date the notice is received by Consultant or the date stated in the notice, whichever is later. If the County elects to terminate this Agreement in full, all Services to be provided under it must cease and all materials that may have been accumulated in performing this Agreement, whether completed or in the process, must be delivered to the County effective 10 days after the date the notice is considered received as provided under Article 11 of this Agreement (if no date is given) or upon the effective date stated in the notice.

After the notice is received, Consultant must restrict its activities, and those of its Subcontractors, to winding down any reports, analyses, or other activities previously begun. No costs incurred after the effective date of the termination are allowed. Payment for any Services actually and satisfactorily performed before the effective date of the termination is on the same basis as set forth in Article 5, but if any compensation is described or provided for on the basis of a period longer than 10 days, then the compensation must be prorated accordingly. No amount of compensation, however, is permitted for anticipated profits on unperformed Services. The County and Consultant must attempt to agree on the amount of compensation to be paid to Consultant, but if not agreed on, the dispute must be settled in accordance with Article 6 of this Agreement. The payment so made to Consultant is in full settlement for all Services satisfactorily performed under this Agreement.

Consultant must include in its contracts with Subcontractors an early termination provision in form and substance equivalent to this early termination provision to prevent claims against the County arising from termination of subcontracts after the early termination. Consultant will not be entitled to make any early termination claims against the County resulting from any Subcontractor's claims against Consultant or the County to the extent inconsistent with this provision.

If the County's election to terminate this Agreement for default under Sections 9.1 and 9.2 is determined in a court of competent jurisdiction to have been wrongful, then in that case the termination is to be considered to be an early termination under this Section 9.3.

d) Suspension

The County may at any time request that Consultant suspend its Services, or any part of them, by giving 15 days prior written notice to Consultant or upon informal oral, or even no notice, in the event of emergency. No costs incurred after the effective date of such suspension are allowed.

Consultant must promptly resume its performance of the Services under the same terms and conditions as stated in this Agreement upon written notice by the Purchasing Agent and such equitable extension of time as may be mutually agreed upon by the Purchasing Agent and Consultant when necessary for continuation or completion of Services. Any additional costs or expenses actually incurred by Consultant as a result of recommencing the Services must be treated in accordance with the compensation provisions under Article 5 of this Agreement.

No suspension of this Agreement is permitted in the aggregate to exceed a period of 45 days within any one year of this Agreement. If the total number of days of suspension exceeds 45 days, Consultant by written notice may treat the suspension as an early termination of this Agreement under Section 9.3.

e) Right to Offset

i) In connection with performance under this Agreement:

The County may offset any excess costs incurred:

(i) if the County terminates this Agreement for default or any other reason resulting from Consultant's performance or non-performance;

(ii) if the County exercises any of its remedies under Section 9.2 of this Agreement; or

(iii) if the County has any credits due or has made any overpayments under this Agreement.

The County may offset these excess costs by use of any payment due for Services completed before the County terminated this Agreement or before the County exercised any remedies. If the amount offset is insufficient to cover those excess costs, Consultant is liable for and must promptly remit to the County the balance upon written demand for it. This right to offset is in addition to and not a limitation of any other remedies available to the County.

f.) Delays

Contractor agrees that no charges or claims for damages shall be made by Contractor for any delays or hindrances from any cause whatsoever during the progress of any portion of this Contract.

g.) Prepaid Fees

In the event this Contract is terminated by either party, for cause or otherwise, and the County has prepaid for any Deliverables, Contractor shall refund to the County, on a prorated basis to the

effective date of termination, all amounts prepaid for Deliverables not actually provided as of the effective date of the termination. The refund shall be made within fourteen (14) days of the effective date of termination.

ARTICLE 10) GENERAL CONDITIONS

a) Entire Agreement

i) General

This Agreement, and the exhibits attached to it and incorporated in it, constitute the entire agreement between the parties and no other warranties, inducements, considerations, promises or interpretations are implied or impressed upon this Agreement that are not expressly addressed in this Agreement.

ii) No Collateral Agreements

Consultant acknowledges that, except only for those representations, statements or promises expressly contained in this Agreement and any exhibits attached to it and incorporated by reference in it, no representation, statement or promise, oral or in writing, of any kind whatsoever, by the County, its officials, agents or employees, has induced Consultant to enter into this Agreement or has been relied upon by Consultant, including any with reference to: (i) the meaning, correctness, suitability or completeness of any provisions or requirements of this Agreement; (ii) the nature of the Services to be performed; (iii) the nature, quantity, quality or volume of any materials, equipment, labor and other facilities needed for the performance of this Agreement; (iv) the general conditions which may in any way affect this Agreement or its performance; (v) the compensation provisions of this Agreement; or (vi) any other matters, whether similar to or different from those referred to in (i) through (vi) immediately above, affecting or having any connection with this Agreement, its negotiation, any discussions of its performance or those employed or connected or concerned with it.

iii) No Omissions

Consultant acknowledges that Consultant was given an opportunity to review all documents forming this Agreement before signing this Agreement in order that it might request inclusion in this Agreement of any statement, representation, promise or provision that it desired or on that it wished to place reliance. Consultant did so review those documents, and either every such statement, representation, promise or provision has been included in this Agreement or else, if omitted, Consultant relinquishes the benefit of any such omitted statement, representation, promise or provision and is willing to perform this Agreement in its entirety without claiming reliance on it or making any other claim on account of its omission.

b) Counterparts

This Agreement is comprised of several identical counterparts, each to be fully signed by the parties and each to be considered an original having identical legal effect.

c) Modifications and Amendments

The parties may from time to time during the term of the Contract make modifications and amendments to the Contract but only as provided in this section. Such modifications and amendments shall only be made by mutual agreement in writing. Modifications and amendments which individually or cumulatively result in additional cost of \$1,000.00 or greater or which extend the term of the Contract by thirty (30) days or more shall not be deemed as authorized without the approval of the Cook County Board of Commissioners. Modifications and amendments which increase cost by less than \$1,000.00 or which do not extend the term of the Contract by more than thirty (30) days may only be made with the written approval of the Purchasing Agent.

Subject to the foregoing, the Purchasing Agent may, by written order, make changes with respect to the dates of delivery and places of performance of the Contract, provided that any such changes shall not increase the Contract price or the time required for Contract performance.

Contractor is hereby notified that, except for modifications and amendments which are made in accordance with this Section 10.c., Modifications and Amendments, no County department or employee thereof has authority to make any modification or amendment to this Contract.

d) Governing Law and Jurisdiction

This Contract shall be governed by and construed under the laws of the State of Illinois. The Contractor irrevocably agrees that, subject to the County's sole and absolute election to the contrary, any action or proceeding in any way, manner or respect arising out of the Contract, or arising from any dispute or controversy arising in connection with or related to the Contract, shall be litigated only in courts within the Circuit Court of Cook County, State of Illinois, and the Contractor consents and submits to the jurisdiction thereof. In accordance with these provisions, Contractor waives any right it may have to transfer or change the venue of any litigation brought against it by the County pursuant to this Contract.

e) Severability

If any provision of this Agreement is held or considered to be or is in fact invalid, illegal, inoperative or unenforceable as applied in any particular case in any jurisdiction or in all cases because it conflicts with any other provision or provisions of this Agreement or of any constitution, statute, ordinance, rule of law or public policy, or for any other reason, those circumstances do not have the effect of rendering the provision in question invalid, illegal, inoperative or unenforceable in any other case or circumstances, or of rendering any other provision or provisions in this Agreement invalid, illegal, inoperative or unenforceable to any

extent whatsoever. The invalidity, illegality, inoperativeness or unenforceability of any one or more phrases, sentences, clauses or sections in this Agreement does not affect the remaining portions of this Agreement or any part of it.

f) Assigns

All of the terms and conditions of this Agreement are binding upon and inure to the benefit of the parties and their respective legal representatives, successors and assigns.

g) Cooperation

Consultant must at all times cooperate fully with the County and act in the County's best interests. If this Agreement is terminated for any reason, or if it is to expire on its own terms, Consultant must make every effort to assure an orderly transition to another provider of the Services, if any, orderly demobilization of its own operations in connection with the Services, uninterrupted provision of Services during any transition period and must otherwise comply with the reasonable requests and requirements of the Department in connection with the termination or expiration.

h) Waiver

Nothing in this Agreement authorizes the waiver of a requirement or condition contrary to law or ordinance or that would result in or promote the violation of any federal, state or local law or ordinance.

Whenever under this Agreement the County by a proper authority waives Consultant's performance in any respect or waives a requirement or condition to either the County's or Consultant's performance, the waiver so granted, whether express or implied, only applies to the particular instance and is not a waiver forever or for subsequent instances of the performance, requirement or condition. No such waiver is a modification of this Agreement regardless of the number of times the County may have waived the performance, requirement or condition. Such waivers must be provided to Consultant in writing.

i) Independent Contractor

This Agreement is not intended to and will not constitute, create, give rise to, or otherwise recognize a joint venture, partnership, corporation or other formal business association or organization of any kind between Consultant and the County. The rights and the obligations of the parties are only those expressly set forth in this Agreement. Consultant must perform under this Agreement as an independent contractor and not as a representative, employee, agent, or partner of the County.

This Agreement is between the County and an independent contractor and, if Consultant is an individual, nothing provided for under this Agreement constitutes or implies an employer-employee relationship such that:

- i) The County will not be liable under or by reason of this Agreement for the payment of any compensation award or damages in connection with the Consultant performing the Services required under this Agreement.
- ii) Consultant is not entitled to membership in the County Pension Fund, Group Medical Insurance Program, Group Dental Program, Group Vision Care, Group Life Insurance Program, Deferred Income Program, vacation, sick leave, extended sick leave, or any other benefits ordinarily provided to individuals employed and paid through the regular payrolls of the County.
- iii) The County is not required to deduct or withhold any taxes, FICA or other deductions from any compensation provided to the Consultant.

j) Governmental Joint Purchasing Agreement

Pursuant to Section 4 of the Illinois Governmental Joint Purchasing Act (30 ILCS 525) and the Joint Purchase Agreement approved by the Cook County Board of Commissioners (April 9, 1965), other units of government may purchase goods or services under this contract.

ARTICLE 11) NOTICES

All notices required pursuant to this Contract shall be in writing and addressed to the parties at their respective addresses set forth below. All such notices shall be deemed duly given if hand delivered or if deposited in the United States mail, postage prepaid, registered or certified, return receipt requested. Notice as provided herein does not waive service of summons or process.

If to the County: COOK COUNTY CLERK'S OFFICE
ELECTIONS DEPARTMENT
69 W. WASHINGTON, SUITE 500
Chicago, Illinois 60602
Attention: Department Director

and

COOK COUNTY PURCHASING AGENT
118 North Clark Street. Room 1018
Chicago, Illinois 60602
(Include County Contract Number on all notices)

If to Consultant: Lake County Press
98 Noll Street
P.O. Box 9209
Waukegan, IL 60079
Attention: Mr. James Wicklander

Changes in these addresses must be in writing and delivered in accordance with the provisions of this Article 11. Notices delivered by mail are considered received three days after mailing in accordance with this Article 11. Notices delivered personally are considered effective upon receipt. Refusal to accept delivery has the same effect as receipt.

ARTICLE 12) AUTHORITY

Execution of this Agreement by Consultant is authorized by a resolution of its Board of Directors, if a corporation, or similar governing document, and the signature(s) of each person signing on behalf of Consultant have been made with complete and full authority to commit Consultant to all terms and conditions of this Agreement, including each and every representation, certification and warranty contained in it, including the representations, certifications and warranties collectively incorporated by reference in it.

ECONOMIC DISCLOSURE STATEMENT**INDEX**

Section	Description	Pages
Instructions	Instructions for Completion of EDS	EDS 1-2
1	MBE/WBE Utilization Plan	EDS 3-6
2	Letter of Intent	EDS 7-9
3	Petition for Reduction/Waiver of MBE/WBE Participation Goals	EDS 10-12
4	Certifications	EDS 13-14
5	Economic and Other Disclosures, Affidavit of Child Support Obligations and Disclosure of Ownershi Interest	EDS 15-19
6	Sole Proprietor Signature Page	EDS-20
7	Partnership Signature Page	EDS-21
8	Corporation Signature Page	EDS-22
9	Cook County Signature Page	EDS-23

**INSTRUCTIONS FOR COMPLETION OF
ECONOMIC DISCLOSURE STATEMENT AND EXECUTION DOCUMENT**

This Economic Disclosure Statement and Execution Document ("EDS") is to be completed and executed by every Bidder on a County contract, every party responding to a Request for Proposals or Request for Qualifications ("Proposer"), and others as required by the Purchasing Agent. If the Undersigned is awarded a contract pursuant to the procurement process for which this EDS was submitted (the "Contract"), this Economic Disclosure Statement and Execution Document shall stand as the Undersigned's execution of the Contract.

Definitions. Capitalized terms used in this EDS and not otherwise defined herein shall have the meanings given to such terms in the Instructions to Bidders, General Conditions, Request for Proposals, Request for Qualifications, or other documents, as applicable.

"Affiliated Entity" means a person or entity that, directly or indirectly: controls the Bidder, is controlled by the Bidder, or is, with the Bidder, under common control of another person or entity. Indicia of control include, without limitation, interlocking management or ownership; identity of interests among family members; shared facilities and equipment; common use of employees; and organization of a business entity following the ineligibility of a business entity to do business with the County under the standards set forth in the Certifications included in this EDS, using substantially the same management, ownership or principals as the ineligible entity.

"Bidder," "Proposer," "Undersigned," or "Applicant," is the person or entity executing this EDS. Upon award and execution of a Contract by the County, the Bidder, Proposer, Undersigned or Applicant, as the case may be, shall become the Contractor or Contracting Party.

"Proposal," for purposes of this EDS, is the Undersigned's complete response to an RFP/RFQ, or if no RFQ/RFP was issued by the County, the "Proposal" is such other proposal, quote or offer submitted by the Undersigned, and in any event a "Proposal" includes this EDS.

"Code" means the Code of Ordinances, Cook County, Illinois available through the Cook County Clerk's Office website (<http://www.cookctyclerk.com/sub/ordinances.asp>). This page can also be accessed by going to www.cookctyclerk.com, clicking on the tab labeled "County Board Proceedings," and then clicking on the link to "Cook County Ordinances."

"Contractor" or "Contracting Party" means the Bidder, Proposer or Applicant with whom the County has entered into a Contract.

"EDS" means this complete Economic Disclosure Statement and Execution Document, including all sections listed in the Index and any attachments.

"Lobby" or "lobbying" means to, for compensation, attempt to influence a County official or County employee with respect to any County matter.

"Lobbyist" means any person or entity who lobbies.

"Prohibited Acts" means any of the actions or occurrences which form the basis for disqualification under the Code, or under the Certifications hereinafter set forth.

Sections 1 through 3: MBE/WBE Documentation. Sections 1 and 2 must be completed in order to satisfy the requirements of the County's MBE/WBE Ordinance, as set forth in the Contract Documents, if applicable. If the Undersigned believes a waiver is appropriate and necessary, Section 3, the Petition for Waiver of MBE/WBE Participation must be completed.

Section 4: Certifications. Section 4 sets forth certifications that are required for contracting parties under the Code. Execution of this EDS constitutes a warranty that all the statements and certifications contained, and all the facts stated, in the Certifications are true, correct and complete as of the date of execution.

Section 5: Economic and Other Disclosures Statement. Section 5 is the County's required Economic and Other Disclosures Statement form. Execution of this EDS constitutes a warranty that all the information provided in the EDS is true, correct and complete as of the date of execution, and binds the Undersigned to the warranties, representations, agreements and acknowledgements contained therein.

Sections 6, 7, 8: Execution Forms. The Bidder executes this EDS, and the Contract, by completing and signing three copies of the appropriate Signature Page. Section 6 is the form for a sole proprietor; Section 7 is the form for a partnership or joint venture; and Section 8 is the form for a corporation. Proper execution requires **THREE ORIGINALS**; therefore, the appropriate Signature Page must be filled in, three copies made, and all three copies must be properly signed, notarized and submitted. The forms may be printed and completed by typing or hand writing the information required. The County is in the process of converting these forms into a format that may be downloaded and completed on the user's computer. Once this feature is available, those having the necessary software may follow the instructions set forth below under the heading "Instructions for Completing PDF Forms."

Required Updates. The information provided in this EDS will be kept current. In the event of any change in any information provided, including but not limited to any change which would render inaccurate or incomplete any certification or statement made in this EDS, the Undersigned will supplement this EDS up to the time the County takes action, by filing an amended EDS or such other documentation as is requested.

Additional Information. The County's Governmental Ethics and Campaign Financing Ordinances, impose certain duties and obligations on persons or entities seeking County contracts, work, business, or transactions. For further information please contact the Director of Ethics at (312) 603-4304 (69 W. Washington St. Suite 3040, Chicago, IL 60602) or visit our web-site at www.cookcountygov.com and go to the Ethics Department link. The Bidder must comply fully with the applicable ordinances.

MBE/WBE UTILIZATION PLAN

Section 1

BIDDER/PROPOSER HEREBY STATES that all MBE/WBE firms included in this Plan are certified MBEs/WBEs by at least one of the entities listed in the General Conditions.

I. BIDDER/PROPOSER MBE/WBE STATUS: (check the appropriate line)

_____ Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of appropriate Letter of Certification.)

_____ Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs, (If so, attach copies of Letter(s) of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the Joint Venture and a completed Joint Venture Affidavit – available from the Office of Contract Compliance.)

X_____ Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either Directly or Indirectly in the performance of the Contract. (If so, complete Sections II and III).

II. Direct Participation of MBE/WBE Firms

(MBEs/WBEs) will perform as subcontractors/suppliers/consultants include the following:

(MBE/WBE Firm): ENCORE PAPER AND SUPPLIES

Address: 6529 W. TALMAN

E-mail: ENCOREPAPER-SUPPLIES@MSN.COM

Contact Person: DENNIS CHAN Phone: 773-465-6422

Dollar Amount Participation: \$ \$1,246,000

Percent Amount of Participation: 26.5% %

*Letter of Intent attached? Yes X No _____

*Letter of Certification attached? Yes X No _____

MBE/WBE Firm: 3X DATA

Address: 319 W. 18TH ST. SUITE 315
CHICAGO, IL 60616

E-mail: RLW@3XDATA.COM

Contact Person: Roselynn Wicklander Phone: 312 633-5555

Dollar Amount Participation: \$ #241,000

Percent Amount of Participation: 25.9% %

*Letter of Intent attached? Yes X No _____

*Letter of Certification attached? Yes X No _____

Attach additional sheets as needed.

***Where goals have not been achieved through Direct Participation, Bidder/Proposer shall include documentation outlining efforts to achieve Direct Participation at the time of Bid/Proposal submission.**

II. Indirect Participation of MBE/WBE Firms

NOTE: This section need not be completed if the MBE/WBE goals have been met through Direct Participation. However, Indirect Participation will only be considered after all efforts to achieve Direct Participation have been exhausted. Only after written documentation of Good Faith Efforts is received will Indirect Participation be considered.

MBEs/WBEs will perform as subcontractors/suppliers/consultants include the following:

MBE/WBE Firm: _____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: \$ _____

Percent Amount of Participation: _____ %

*Letter of Intent attached? Yes _____ No _____

*Letter of Certification attached? Yes _____ No _____

MBE/WBE Firm: _____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: \$ _____

Percent Amount of Participation: _____ %

*Letter of Intent attached? Yes _____ No _____

*Letter of Certification attached? Yes _____ No _____

Attach additional sheets as needed.

***All Letters of Intent, Letters of Certification and documentation of Good Faith Efforts omitted from this bid/proposal must be submitted to the Office of Contract Compliance so as to assure receipt by the Contract Compliance Administrator not later than three (3) business days after bid opening or proposal due date.**

COOK COUNTY LETTER OF INTENT

(Section 2)

FROM MBE/WBE TO PERFORM AS SUBCONTRACTOR, SUPPLIER AND/OR CONSULTANT

Contract Title & Number: RFP for OPTICAL SCAN BALLOT PRINTING SERVICES
RFP # NO-11-83-001P

From: ENCORE Paper & Supplies Inc
(MBE/WBE Firm)

To: Lake County Press and the County of Cook
(Bidder/Proposer Firm)

The Undersigned is prepared to provide the following services, supplies and project in connection with the above named contract (the "Contract"):

Each service performed and /or item supplied will be detailed under Description of Service/Supply and Project with all services/items totaled under Fee/Cost to equal the full dollar amount of the Letter of Intent. All services performed and/or supplies provided must be directly related to this specific Cook County contract and must not include any services/supplies related to any other government contract.

Description of Service/Supply/Project	Fee/Cost
1. <u>Paper & MATERIALS</u>	<u>\$ 246,000</u> %
2. _____	\$ _____ %
3. _____	\$ _____ %
4. _____	\$ _____ %
Total: <u>\$ 246,000</u> %	

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement conditioned upon the Bidder/Proposer's receipt of a signed contract from the County of

Cook. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/Supply and Fee/Cost were completed.

Upon Penalty of perjury, I DENNIS CHAN (print name)
the President (title) and duly authorized representative

of the ENCORE Paper & Supplies (MBE/WBE firm)

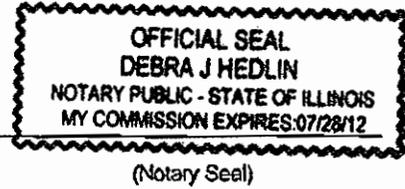
affirm that the foregoing information is true and correct and the services, supplies, and/or project indicated above will be supplies/performed for the above indicated total dollar amount \$ 246,000 which represents the above indicated total percentage 26.5 % for the contract amount \$ 929,000

Dennis Chan
(Signature of affiant)

4, 12, 11
(Date)

Subscribed and sworn to before me this 12th day of April, 2011

Debra J. Hedlin
(Notary's Signature)



THE BOARD OF COMMISSIONERS

TODD H. STROGER
PRESIDENT



COOK COUNTY
OFFICE OF CONTRACT COMPLIANCE

BETTY HANCOCK PERRY
DIRECTOR

118 North Clark Street, Room 1020
Chicago, Illinois 60602-1304
TEL (312) 603-5502
FAX (312) 603-4547

- | | | | |
|----------------------|-----------|----------------------------|------------|
| EARLEAN COLLINS | 1st Dist. | PETER M. SILVESTRI | 6th Dist. |
| ROBERT STERLE | 2nd Dist. | BUDGET GAMER | 10th Dist. |
| JERRY BUTLER | 3rd Dist. | JOHN P. DALRY | 14th Dist. |
| WILLIAM M. BEAVERS | 4th Dist. | FORREST CLAYPOOL | 17th Dist. |
| DEBORAH SIMS | 5th Dist. | LARRY SUFFRIN | 12th Dist. |
| JOAN PATRUCIA MURPHY | 6th Dist. | GREGG GOSLIN | 14th Dist. |
| JOSEPH MAURO MORFHO | 7th Dist. | TIMOTHY O. SCHNEIDER | 15th Dist. |
| EDWIN REYES | 8th Dist. | ANTHONY J. PERAZA | 16th Dist. |
| | | ELIZABETH ANN DOODY GORMAN | 17th Dist. |

July 1, 2010

Mr. Dennis Chan, President
Encore Paper & Supplies, Inc.
6529 N. Talman Avenue
Chicago, IL 60645

Annual Certification Expires: July 1, 2011

Dear Mr. Chan:

Congratulations on your continued eligibility for Certification as an MBE (8) by Cook County Government. This MBE (8) Certification is valid until July 1, 2011; however your firm must be revalidated annually. Your firm's next annual validation is required by July 1, 2011.

As a condition of continued Certification during this three (3) year period, you must file a "No Change Affidavit" within sixty (60) business days prior to the date of annual expiration. Failure to file this Affidavit shall result in the termination of your Certification. You must notify Cook County Government's Office of Contract Compliance, of any change in ownership or control of your firm or any other matters or facts affecting your firm's eligibility for Certification.

Cook County Government may commence action to remove your firm as an MBE (8) vendor if you fail to notify us of any changes of facts affecting your firm's Certification, or if your firm otherwise fails to cooperate with the County in any inquiry or investigation. Removal of your status may also be commenced if your firm is found to be involved in bidding or contractual irregularities.

Your firm's name will be listed in Cook County's Directory of Minority Business Enterprises and Women Business Enterprises in the area(s) of specialty:

Supplier of Paper: Copier, Computer, Printing; Copy Machines and Office Supplies

Your firm's participation on Cook County contracts will be credited toward MBE (8) goals in your area(s) of specialty. While your participation on Cook County contracts is not limited to your specialty, credit toward MBE (8) goals will be given only for work done in the specialty category.

Thank you for your continued interest in Cook County Government's Minority and Women Business Enterprise Programs.

Sincerely,

Betty Hancock Perry

Betty Hancock Perry
Director
BHP/es

COOK COUNTY LETTER OF INTENT

(Section 2)

FROM MBE/WBE TO PERFORM AS SUBCONTRACTOR, SUPPLIER AND/OR CONSULTANT

Contract Title & Number: RFP for OPTICAL SCAN Ballot Printing Services
RFP# NO-11-83-001P

From: 3x Data Corporation
(MBE/WBE Firm)

To: Lake County Press and the County of Cook
(Bidder/Proposer Firm)

The Undersigned is prepared to provide the following services, supplies and project in connection with the above named contract (the "Contract"):

Each service performed and/or item supplied will be detailed under Description of Service/Supply and Project with all services/items totaled under Fee/Cost to equal the full dollar amount of the Letter of Intent. All services performed and/or supplies provided must be directly related to this specific Cook County contract and must not include any services/supplies related to any other government contract.

Description of Service/Supply/Project	Fee/Cost
1. <u>ABSENTEE HANDLING PROCESSING</u>	\$ <u>241,000</u> %
2. _____	\$ _____ %
3. _____	\$ _____ %
4. _____	\$ _____ %
Total: \$ <u>241,000</u> %	

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement conditioned upon the Bidder/Proposer's receipt of a signed contract from the County of

Cook. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/Supply and Fee/Cost were completed.

Upon Penalty of perjury, I Rose Lynn Wicklander (print name)
the President (title) and duly authorized representative

of the 3x Data Corporation (MBE/WBE firm)

affirm that the foregoing information is true and correct and the services, supplies, and/or project indicated above will be supplies/performed for the above indicated total dollar amount \$ 241,000 which represents the above indicated total percentage 25.9% for the contract amount \$ 929,000

Rose Wicklander

(Signature of affiant)

4, 13, 11

(Date)

Subscribed and sworn to before me this 13th day of April, 20 11

Debra J. Hedlin

(Notary's Signature)



(Notary Seal)

THE BOARD OF COMMISSIONERS

TODD H. STROGER

PRESIDENT

EARLEAN COLLINS	1st Dist.	PETER A. SILVESTRI	9th Dist.
ROBERT STEELE	2nd Dist.	BRIDGET GAINER	10th Dist.
JERRY BUTLER	3rd Dist.	JOHN P. DALEY	11th Dist.
WILLIAM M. BEAVERS	4th Dist.	FORREST CLAYPOOL	12th Dist.
DEBORAH SIMS	5th Dist.	LARRY SUFFREDIN	13th Dist.
JON PATRICIA MURPHY	6th Dist.	GREGG GOSLIN	14th Dist.
JOSEPH MARIO MORENO	7th Dist.	TIMOTHY O. SCHNEIDER	15th Dist.
EDWIN REYES	8th Dist.	ANTHONY J. PERAICA	16th Dist.
		ELIZABETH ANN DOODY GORMAN	17th Dist.



COOK COUNTY
OFFICE OF CONTRACT COMPLIANCE

BETTY HANCOCK PERRY
DIRECTOR

118 North Clark Street, Room 1020
Chicago, Illinois 60602-1304
TEL (312) 603-5502
FAX (312) 603-4547

February 2, 2010

Ms. Rose Lynn Wicklander, President
3X Data Corporation
329 West 18th Street – Suite 315
Chicago, Illinois 60616

Annual Certification Expires: February 2, 2011

Dear Ms. Wicklander:

Congratulations on your continued eligibility for Certification as a WBE by Cook County Government. This WBE Certification is valid until February 2, 2011; however your firm must be revalidated annually. Your firm's next annual validation is required by February 2, 2011.

As a condition of continued Certification during this three (3) year period, you must file a **'No Change Affidavit'** within sixty (60) business days prior to the date of annual expiration. Failure to file this Affidavit shall result in the termination of your Certification. You must notify Cook County Government's Office of Contract Compliance, of any change in ownership or control of your firm or any other matters or facts affecting your firm's eligibility for Certification.

Cook County Government may commence action to remove your firm as an WBE vendor if you fail to notify us of any changes of facts affecting your firm's Certification, or if your firm otherwise fails to cooperate with the County in any inquiry or investigation. Removal of your status may also be commenced if your firm is found to be involved in bidding or contractual irregularities.

Your firm's name will be listed in Cook County's Directory of Minority Business Enterprises and Women Business Enterprises in the area(s) of specialty:

**Direct Mail Processing, Fulfillment, Database Design
and List Rental**

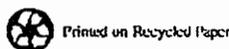
Your firm's participation on Cook County contracts will be credited toward WBE goals in your area(s) of specialty. While your participation on Cook County contracts is not limited to your specialty, credit toward WBE goals will be given only for work done in the specialty category.

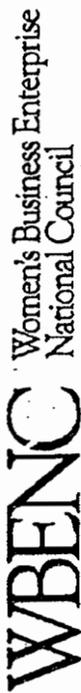
Thank you for your continued interest in Cook County Government's Minority and Women Business Enterprise Programs.

Sincerely,

Betty Hancock Perry ^{ea}

Betty Hancock Perry
Director
BHP/gb





hereby grants

National Women's Business Enterprise Certification

3X DATA CORPORATION

who has successfully met WBENC's standards as a Women's Business Enterprise (WBE).
This certification affirms the business is woman-owned, operated and controlled; and is valid through the date herein.

WBENC National WBE Certification was processed and validated by Women's Business Development Center - Chicago, a WBENC Regional Partner Organization.

Hedy M. Ratner *S. Carol Dougal*

Auditor: Hedy M. Ratner, Co-President, Women's Business Development Center - Chicago
Authorized by: S. Carol Dougal, Co-President, Women's Business Development Center - Chicago



Expiration Date: 07/20/2011
WBENC National Certificate Number: 2005108485

NAICS Codes: 541860, 561990, 323115, 541613

UNSPSC Codes:



COOK COUNTY LETTER OF INTENT
FROM BIDDER OR PROPOSER TO COOK COUNTY

Upon penalty of perjury, JAMES WICKLANDER (print name),

the COOK COUNTY ACCOUNT MANAGER (title) and duly authorized

representative of LAKE COUNTY PRESS (Bidder Proposer firm),

affirm that the foregoing information is true and correct and the services, supplies, and/or project indicated above will be supplied/performed for the above indicated total dollar amount \$ 487,000, which represents the

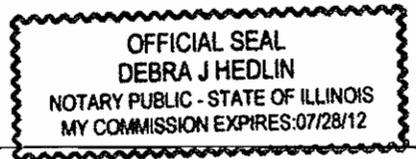
above indicated total percentage 52% % for the contract amount \$ 929,000.

James W. Wicklander
(Signature of affiant)

4, 13, 11
(Date)

Subscribed and sworn to before me this 13th day of April, 20 11.

Debra J. Hedlin
(Notary's Signature)



(Notary Seal)

PETITION FOR WAIVER OF MBE/WBE PARTICIPATION

(SECTION 3)

A. BIDDER/PROPOSER HEREBY REQUESTS:

FULL MBE WAIVER

FULL WBE WAIVER

REDUCTION (PARTIAL MBE and/or WBE PARTICIPATION)

_____ % of Reduction for MBE Participation

_____ % of Reduction for WBE Participation

B. REASON FOR FULL/REDUCTION WAIVER REQUEST

Bidder/Proposer shall check each item applicable to its reason for a waiver request. **Additionally, supporting documentation shall be submitted with this request. If such supporting documentation cannot be submitted with bid/proposal/quotation, such documentation shall be submitted directly to the Office of Contract Compliance no later than three (3) days from the date of submission date.**

1) lack of sufficient qualified MBEs and/or WBEs capable of providing the goods or services required by the contract (please explain)

2) the specifications and necessary requirements for performing the Contract make it impossible or economically infeasible to divide the Contract to enable the contractor to utilize MBEs and/or WBEs in accordance with the applicable participation (please explain)

3) price(s) quoted by potential MBEs and/or WBEs are above competitive levels and increase cost of doing business and would make acceptance of such MBE and/or WBE bid economically impracticable, taking into consideration the percentage of total contract price represented by such MBE and/or WBE bid (please explain)

4) there are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms (please explain)

C. GOOD FAITH EFFORTS TO OBTAIN MBE/WBE PARTICIPATION

Bidder/Proposer shall check each item applicable to its reason for a waiver request. **Additionally, supporting documentation shall be submitted with this request. If such supporting documentation cannot be submitted with bid/proposal/quotation, such documentation shall be submitted directly to the Office of Contract Compliance no later than three (3) days from the date of submission date.**

1) Made timely written solicitation to identified MBEs and WBEs for utilization of goods and/or services; and provided MBEs and WBEs with a timely opportunity to review and obtain relevant specifications, terms and conditions of the proposal to enable MBEs and WBEs to prepare an informed response to solicitation (please attach)

2) Followed up initial solicitation of MBEs and WBEs to determine if firms are interested in doing business (please attach)

3) Advertised in a timely manner in one or more daily newspapers and/or trade publication for MBEs and WBEs for supply of goods and services (please attach)

4) Use the services and assistance of the Office of Contract Compliance Staff (please explain)

5) Engaged MBEs & WBEs for indirect participation (please explain)

D. OTHER RELEVANT INFORMATION

Attach any other documentation relative to Good Faith Efforts in complying with MBE/WBE participation.

CERTIFICATIONS

(SECTION 4)

THE FOLLOWING CERTIFICATIONS ARE MADE PURSUANT TO STATE LAW AND THE CODE. THE UNDERSIGNED IS CAUTIONED TO CAREFULLY READ THESE CERTIFICATIONS PRIOR TO SIGNING THE SIGNATURE PAGE. SIGNING THE SIGNATURE PAGE SHALL CONSTITUTE A WARRANTY BY THE UNDERSIGNED THAT ALL THE STATEMENTS, CERTIFICATIONS AND INFORMATION SET FORTH WITHIN THESE CERTIFICATIONS ARE TRUE, COMPLETE AND CORRECT AS OF THE DATE THE SIGNATURE PAGE IS SIGNED. THE UNDERSIGNED IS NOTIFIED THAT IF THE COUNTY LEARNS THAT ANY OF THE FOLLOWING CERTIFICATIONS WERE FALSELY MADE, THAT ANY CONTRACT ENTERED INTO WITH THE UNDERSIGNED SHALL BE SUBJECT TO TERMINATION.

A. PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION

No person or business entity shall be awarded a contract or sub-contract, for a period of five (5) years from the date of conviction or entry of a plea or admission of guilt, civil or criminal, if that person or business entity:

- 1) Has been convicted of an act committed, within the State of Illinois, of bribery or attempting to bribe an officer or employee of a unit of state, federal or local government or school district in the State of Illinois in that officer's or employee's official capacity;
- 2) Has been convicted by federal, state or local government of an act of bid-rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act. Act. 15 U.S.C. Section 1 *et seq.*;
- 3) Has been convicted of bid-rigging or attempting to rig bids under the laws of federal, state or local government;
- 4) Has been convicted of an act committed, within the State, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and the Clayton Act. 15 U.S.C. Section 1, *et seq.*;
- 5) Has been convicted of price-fixing or attempting to fix prices under the laws the State;
- 6) Has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois;
- 7) Has made an admission of guilt of such conduct as set forth in subsections (1) through (6) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to; or
- 8) Has entered a plea of *nolo contendere* to charge of bribery, price-fixing, bid-rigging, or fraud, as set forth in sub-paragraphs (1) through (6) above.

In the case of bribery or attempting to bribe, a business entity may not be awarded a contract if an official, agent or employee of such business entity committed the Prohibited Act on behalf of the business entity and pursuant to the direction or authorization of an officer, director or other responsible official of the business entity, and such Prohibited Act occurred within three years prior to the award of the contract. In addition, a business entity shall be disqualified if an owner, partner or shareholder controlling, directly or indirectly, 20 % or more of the business entity, or an officer of the business entity has performed any Prohibited Act within five years prior to the award of the Contract.

THE UNDERSIGNED HEREBY CERTIFIES THAT: The Undersigned has read the provisions of Section A, Persons and Entities Subject to Disqualification, that the Undersigned has not committed any Prohibited Act set forth in Section A, and that award of the Contract to the Undersigned would not violate the provisions of such Section or of the Code.

B. BID-RIGGING OR BID ROTATING

THE UNDERSIGNED HEREBY CERTIFIES THAT: *In accordance with 720 ILCS 5/33 E-11, neither the Undersigned nor any Affiliated Entity is barred from award of this Contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid rotating.*

C. DRUG FREE WORKPLACE ACT

THE UNDERSIGNED HEREBY CERTIFIES THAT: The Undersigned will provide a drug free workplace, as required by Public Act 86-1459 (30 ILCS 580/2-11).

D. DELINQUENCY IN PAYMENT OF TAXES

THE UNDERSIGNED HEREBY CERTIFIES THAT: *The Undersigned is not an owner or a party responsible for the payment of any tax or fee administered by Cook County, by a local municipality, or by the Illinois Department of Revenue, which such tax or fee is delinquent, such as bar award of a contract or subcontract pursuant to the Code, Chapter 34, Section 34-129.*

E. HUMAN RIGHTS ORDINANCE

No person who is a party to a contract with Cook County ("County") shall engage in unlawful discrimination or sexual harassment against any individual in the terms or conditions of employment, credit, public accommodations, housing, or provision of County facilities, services or programs (Code Chapter 42, Section 42-30 *et seq.*).

F. ILLINOIS HUMAN RIGHTS ACT

THE UNDERSIGNED HEREBY CERTIFIES THAT: *It is in compliance with the the Illinois Human Rights Act (775 ILCS 5/2-105), and agrees to abide by the requirements of the Act as part of its contractual obligations.*

G. MACBRIDE PRINCIPLES, CODE CHAPTER 34, SECTION 34-132

If the primary contractor currently conducts business operations in Northern Ireland, or will conduct business during the projected duration of a County contract, the primary contractor shall make all reasonable and good faith efforts to conduct any such business operations in Northern Ireland in accordance with the MacBride Principles for Northern Ireland as defined in Illinois Public Act 85-1390.

H. LIVING WAGE ORDINANCE PREFERENCE (COOK COUNTY CODE, CHAPTER 34, SECTION 34-127;

The Code requires that a living wage must be paid to individuals employed by a Contractor which has a County Contract and by all subcontractors of such Contractor under a County Contract, throughout the duration of such County Contract. The amount of such living wage is determined from time to time by, and is available from, the Chief Financial Officer of the County.

For purposes of this EDS Section 4, H, "Contract" means any written agreement whereby the County is committed to or does expend funds in connection with the agreement or subcontract thereof. The term "Contract" as used in this EDS, Section 4, I, specifically excludes contracts with the following:

- 1) Not-For Profit Organizations (defined as a corporation having tax exempt status under Section 501(C)(3) of the United State Internal Revenue Code and recognized under the Illinois State not-for-profit law);
- 2) Community Development Block Grants;
- 3) President's Office of Employment Training;
- 4) Sheriff's Work Alternative Program; and
- 5) Department of Correction inmates.

REQUIRED DISCLOSURES

(SECTION 5)

1. DISCLOSURE OF LOBBYIST CONTACTS

List all persons or entities that have made lobbying contacts on your behalf with respect to this contract:

Name Address
N/A

2. LOCAL BUSINESS PREFERENCE DISCLOSURE; CODE, CHAPTER 34, SECTION 34-151(p);

"Local Business" shall mean a person authorized to transact business in this State and having a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County, including a foreign corporation duly authorized to transact business in this State and which has a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County.

a) Is Bidder a "Local Business" as defined above?

Yes: _____ No: _____

b) If yes, list business address(es) within Cook County:

98 NOLL STREET. PO Box 9209
Waukegan, IL 60079

c) Does Bidder employ the majority of its regular full-time workforce within Cook County?

(Yes) No: _____

3. THE CHILD SUPPORT ENFORCEMENT ORDINANCE (PREFERENCE (CODE, CHAPTER 34, SECTION 34-366)

Every Applicant for a County Privilege shall be in full compliance with any child support order before such Applicant is entitled to receive or renew a County Privilege. When delinquent child support exists, the County shall not issue or renew any County Privilege, and may revoke any County Privilege. All Applicants are required to review the Cook County Affidavit of Child Support Obligations attached to this EDS and complete the following, based upon the definitions and other information included in such Affidavit:

_____ Applicant has no "Substantial Owner."

OR

The Cook County Affidavit of Child Support Obligations has been completed by all "Substantial Owners" and is attached to this EDS

4. REAL ESTATE OWNERSHIP DISCLOSURES.

The Undersigned must indicate by checking the appropriate provision below and providing all required information that either:

- a) The following is a complete list of all real estate owned by the Undersigned in Cook County:

PERMANENT INDEX NUMBER(S): _____

(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)

OR:

- b) The Undersigned owns no real estate in Cook County.

5. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.

If the Undersigned is unable to certify to any of the Certifications or any other statements contained in this EDS and not explained elsewhere in this EDS, the Undersigned must explain below:

N/A.

If the letters, "NA", the word "None" or "No Response" appears above, or if the space is left blank, it will be conclusively presumed that the Undersigned certified to all Certifications and other statements contained in this EDS.

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT

The Cook County Code of Ordinances (§2-610 et seq.) requires that any Applicant for any County Action must disclose information concerning ownership interests in the Applicant. This Disclosure of Ownership Interest Statement must be completed with all information current as of the date this Statement is signed. Furthermore, this Statement must be kept current, by filing an amended Statement, until such time as the County Board or County Agency shall take action on the application. The information contained in this Statement will be maintained in a database and made available for public viewing.

If you are asked to list names, but there are no applicable names to list, you must state NONE. An incomplete Statement will be returned and any action regarding this contract will be delayed. A failure to fully comply with the ordinance may result in the action taken by the County Board or County Agency being voided.

"Applicant" means any Entity or person making an application to the County for any County Action.

"County Action" means any action by a County Agency, a County Department, or the County Board regarding an ordinance or ordinance amendment, a County Board approval, or other County agency approval, with respect to contracts, leases, or sale or purchase of real estate.

"Entity" or "Legal Entity" means a sole proprietorship, corporation, partnership, association, business trust, estate, two or more persons having a joint or common interest, trustee of a land trust, other commercial or legal entity or any beneficiary or beneficiaries thereof.

This Disclosure of Ownership Interest Statement must be submitted by :

- 1. An Applicant for County Action and
2. An individual or Legal Entity that holds stock or a beneficial interest in the Applicant and is listed on the Applicant's Statement (a "Holder") must file a Statement and complete #1 only under Ownership Interest Declaration.

Please print or type responses clearly and legibly. Add additional pages if needed, being careful to identify each portion of the form to which each additional page refers.

This Statement is being made by the [X] Applicant or [] Stock/Beneficial Interest Holder

This Statement is an: [X] Original Statement or [] Amended Statement

Identifying Information:

Name LAKE COUNTY PRESS EIN NO.:
Street Address: 98 WOLL STREET, PO BOX 9209
City: WAUKEGAN State: IL Zip Code: 60079
Phone No.: 847-336-4333

Form of Legal Entity:

- [] Sole Proprietor [] Partnership [X] Corporation [] Trustee of Land Trust
[] Business Trust [] Estate [] Association [] Joint Venture
[] Other (describe)

Ownership Interest Declaration:

1. List the name(s), address, and percent ownership of each individual and each Entity having a legal or beneficial interest (including ownership) of more than five percent (5%) in the Applicant/Holder.

Name	Address	Percentage Interest in Applicant/Holder
Ralph L. Johnson	571 Lexington Drive / Lake Forest, IL	88.7%

2. If the interest of any individual or any Entity listed in (1) above is held as an agent or agents, or a nominee or nominees, list the name and address of the principal on whose behalf the interest is held.

Name of Agent/Nominee	Name of Principal	Principal's Address
N/A		

3. Is the Applicant constructively controlled by another person or Legal Entity? [] Yes [] No

If yes, state the name, address and percentage of beneficial interest of such person or legal entity, and the relationship under which such control is being or may be exercised.

Name	Address	Percentage of Beneficial Interest	Relationship
N/A			

Declaration (check the applicable box):

I state under oath that the Applicant has withheld no disclosure as to ownership interest in the Applicant nor reserved any information, data or plan as to the intended use or purpose for which the Applicant seeks County Board or other County Agency action.

I state under oath that the Holder has withheld no disclosure as to ownership interest nor reserved any information required to be disclosed.

Name of Authorized Applicant/Holder Representative (please print or type) Ralph L. Johnson Title PRESIDENT

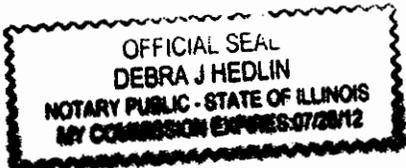
Signature _____ Date 4/13/11

E-mail address RJOHNSON@LAKECOUNTYPRESS.COM Phone Number 847-336-4333

Subscribed to and sworn before me _____ My commission expires this 28th day of July, 2012

X Debra J. Hedlin Notary Public Signature _____ Notary Seal _____

EDS-19



SIGNATURE BY A CORPORATION
(SECTION 8)

The Undersigned hereby certifies and warrants: that all of the statements, certifications, and representations set forth in this EDS are true, complete and correct; that the Undersigned is in full compliance and will continue to be in compliance throughout the term of the Contract or County Privilege issued to the Undersigned with all the policies and requirements set forth in this EDS; and that all of the facts and information provided by the Undersigned in this EDS are true, complete and correct. The Undersigned agrees to inform the Purchasing Agent in writing if any of such statements, certifications, representations, facts or information becomes or is found to be untrue, incomplete or incorrect during the term of the Contract or County Privilege.

BUSINESS NAME: LAke County Press
BUSINESS ADDRESS: 98 NOLL STREET
P.O. BOX 9209, WAUKEGON, IL 60079
BUSINESS TELEPHONE: 847-336-4333 FAX NUMBER: 847-336-5846
CONTACT PERSON: Jim Wicklander Direct 847-625-4500-Cell 312-907-7352
FEIN: 36-2699383 *IL CORPORATE FILE NUMBER: 49711972

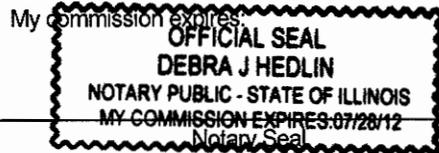
LIST THE FOLLOWING CORPORATE OFFICERS:

PRESIDENT: Ralph Johnson VICE PRESIDENT: Russ Schoenherr
SECRETARY: Robert Hilliard TREASURER: Robert Hilliard

**SIGNATURE OF PRESIDENT: Ralph S. Johnson
ATTEST: Robert Hilliard (CORPORATE SECRETARY)

Subscribed and sworn to before me this
31st day of August, 2011.

X Debra J. Hedlin
Notary Public Signature



* If the corporation is not registered in the State of Illinois, a copy of the Certificate of Good Standing from the state of incorporation must be submitted with this Signature Page.

** In the event that this Signature Page is signed by any persons than the President and Secretary, attach either a certified copy of the corporate by-laws, resolution or other authorization by the corporation, authorizing such persons to sign the Signature Page on behalf of the corporation.

COOK COUNTY SIGNATURE PAGE

(SECTION 9)

ON BEHALF OF THE COUNTY OF COOK, A BODY POLITIC AND CORPORATE OF THE STATE OF ILLINOIS, THIS CONTRACT IS HEREBY EXECUTED BY:

Joni Precourt

PRESIDENT, COOK COUNTY BOARD OF COMMISSIONERS

Maria de la Cruz Cor

COOK COUNTY PURCHASING AGENT

Tahel Reahed

COOK COUNTY COMPTROLLER

DATED AT CHICAGO, ILLINOIS THIS 18th DAY OF January, 2012.

IN THE CASE OF A BID PROPOSAL, THE COUNTY HEREBY ACCEPTS:

THE FOREGOING BID/PROPOSAL AS IDENTIFIED IN THE CONTRACT DOCUMENTS FOR CONTRACT NUMBER

11-83-001

APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS

OR

ITEM(S), SECTION(S), PART(S): _____

JAN 18 2012

COM _____

TOTAL AMOUNT OF CONTRACT:

\$ 1,123,291.00

(DOLLARS AND CENTS)

FUND CHARGEABLE:

524-240

APPROVED AS TO FORM:

ASSISTANT STATE'S ATTORNEY



COOK COUNTY BOARD OF ETHICS

69 W. WASHINGTON STREET, SUITE 3040
CHICAGO, ILLINOIS 60602
312/603-4304 OFFICE
312/603-9988 FAX 312/603-1011 TT/TDD

FAMILIAL RELATIONSHIP DISCLOSURE PROVISION:

Section 2-582 of the Cook County Ethics Ordinance requires any person or persons doing business with Cook County, upon execution of a contract with Cook County, to disclose to the Cook County Board of Ethics the existence of familial relationships they may have with all persons holding elective office in the State of Illinois, the County of Cook, or in any municipality within the County of Cook.

The disclosure required by this section shall be filed by January 1 of each calendar year or within thirty (30) days of the execution of any contract or lease. Any person filing a late disclosure statement after January 31 shall be assessed a late filing fee of \$100.00 per day that the disclosure is late. Any person found guilty of violating any provision of this section or knowingly filing a false, misleading, or incomplete disclosure to the Cook County Board of Ethics shall be prohibited, for a period of three (3) years, from engaging, directly or indirectly, in any business with Cook County. *Note:* Please see Chapter 2 Administration, Article VII Ethics, Section 2-582 of the Cook County Code to view the full provisions of this section.

If you have questions concerning this disclosure requirement, please call the Cook County Board of Ethics at (312) 603-4304. *Note:* A current list of contractors doing business with Cook County is available via the Cook County Board of Ethics' website at: http://www.cookcountygov.com/taxonomy/ethics/Listings/cc_ethics_VendorList.pdf

DEFINITIONS:

"*Calendar year*" means January 1 to December 31 of each year.

"*Doing business*" for this Ordinance provision means any one or any combination of leases, contracts, or purchases to or with Cook County or any Cook County agency in excess of \$25,000 in any calendar year.

"*Familial relationship*" means a person who is related to an official or employee as spouse or any of the following, whether by blood, marriage or adoption:

- | | | |
|-----------|-------------------|----------------|
| ▪ Parent | ▪ Grandparent | ▪ Stepfather |
| ▪ Child | ▪ Grandchild | ▪ Stepmother |
| ▪ Brother | ▪ Father-in-law | ▪ Stepson |
| ▪ Sister | ▪ Mother-in-law | ▪ Stepdaughter |
| ▪ Aunt | ▪ Son-in-law | ▪ Stepbrother |
| ▪ Uncle | ▪ Daughter-in-law | ▪ Stepsister |
| ▪ Niece | ▪ Brother-in-law | ▪ Half-brother |
| ▪ Nephew | ▪ Sister-in-law | ▪ Half-sister |

"*Person*" means any individual, entity, corporation, partnership, firm, association, union, trust, estate, as well as any parent or subsidiary of any of the foregoing, and whether or not operated for profit.

SWORN FAMILIAL RELATIONSHIP DISCLOSURE FORM

Pursuant to Section 2-582 of the Cook County Ethics Ordinance, any *person* doing business** with Cook County must disclose, to the Cook County Board of Ethics, the existence of *familial relationships** to any person holding elective office in the State of Illinois, Cook County, or in any municipality within Cook County. Please print your responses.

Name of Owner/Employee: JAMES WICKLANDER Title: SENIOR ACCOUNTANT
Business Entity Name: LAKE COUNTY PRESS Phone: _____
Business Entity Address: 98 NOLL STREET, P.O. BOX 9209, WAUKEGAN, IL 60079

____ The following familial relationship exists between the owner or any employee of the business entity contracted to do business with Cook County and any person holding elective office in the State of Illinois, Cook County, or in any municipality within Cook County.

Owner/Employee Name:	Related to:	Relationship:
1. <u>N/A</u>	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

If more space is needed, attach an additional sheet following the above format.

There is no familial relationship that exists between the owner or any employee of the business entity contracted to do business with Cook County and any person holding elective office in the State of Illinois, Cook County, or in any municipality within Cook County.

To the best of my knowledge and belief, the information provided above is true and complete.

James W. Wicklander 8/29/11
Owner/Employee's Signature Date

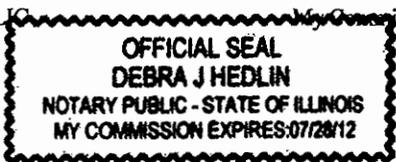
Subscribe and sworn before me this 29th Day of August, 20 11

a Notary Public in and for Lake County

Debra J. Hedlin
(Signature)

NOTARY PUBLIC My Commission expires 7/28/2012

SEAL



Completed forms must be filed within 30 days of the execution of any contract or lease with Cook County and should be mailed to:

Cook County Board of Ethics
69 West Washington Street, Suite 3040
Chicago, Illinois 60602

EXHIBIT 1

Scope of Services

2. SCOPE OF SERVICES

2.1 Purpose

The purpose of this RFP is to select a qualified firm to provide the County with Optical Scan Ballot Printing Services in association with the elections that will be conducted in the years 2012 and 2013.

2.4 Scope of Work

The selected firm will be required to provide the following:

2.4.1 Optical Scan Ballot Printing

- Produce proofs of each ballot style (document) within 48 hours of receiving the images.
- Deliver the finished ballots within 7 days of receiving approval for the proofs of the images.
- Print, wrap and deliver optical scan ballots for all of the election precincts in suburban Cook County, which is the County area outside of the City of Chicago limits.
- Equipment must have the capacity and tolerance for performing the required work. Proposer must indicate if the equipment owned or leased. For example, Digital presses are a type of equipment that has the capacity and tolerance to perform the work.
- Print ballots readable by the Insight, with dimensions of nine and three-quarter inches wide by 18 inches long, on 90 lb. stock, shrink-wrapped in packs of 50, although a shorter ballot may be used if conditions warrant.
- Prepare and produce labeled ballot packages that list the ballot style, party (if applicable), precinct destination, quantities, and distribution information in plain text and bar-code form.
- Package printed ballots for shipment to Hawthorne Distribution Center ("HDC") at 4545 W. Cermak, Chicago, IL 60623)
- Maintain a complete list of information on the shipments to the Hawthorne Distribution Center.
- Package ballots in either cardboard boxes or clear plastic bags in manageable quantities for handling without injury. No more than 10 packages of ballots should be packed per container.
- Produce proofs of each ballot style (document) within 48 hours of receiving the images.
- Deliver the finished ballots within 7 days of receiving approval for the proofs of the images.
- Transport finished ballots to the Hawthorne Distribution Center.

The County Clerk uses the Optech Insight Optical Scan voting machine which is manufactured by Dominion Voting Systems Corporation (formerly known as Sequoia Voting Systems, Inc.) The selected firm must be certified by the voting machine vendor.

The County Clerk's Office will provide the following to the Contractor:

- ballot images in PDF or PostScript format for each face (front and back) of the ballot styles to be printed

- Supply Contractor with a spreadsheet containing the quantities needed for each image when it is ascertained
- Provide County personnel to perform quality control checks as the ballots are produced at the Contractor's facilities
- Images will be supplied in the schedule as listed below
 - on or around February 10, 2012 for the Primary Election
 - on or around September 15, 2012 for the General Election
 - on or around January 5, 2013 for the Consolidated Primary
 - on or around February 15, 2013 for the Consolidated Election

2.4.2 Estimated Volume

The following volume is anticipated:

- 3,000 images (1,500 ballot styles) for the March 2012 Primary Election;
- 1,500 images (750 ballot styles) for the November 2012 General Election;
- 150 images (75 ballot styles) for the February 2013 Consolidated Primary Election and
- 2,000 images (1,000 ballot styles) for the April 2013 Consolidated General Election.

The size of orders of ballots for the particular elections is anticipated as follows:

- 2012 Primary Election: 2 Democratic ballot cards for 2,400,000 total Democratic ballot cards;
2 Republican ballot cards, for 1,400,000 total Republican ballot cards (note: it is possible that the second ballot card may not be needed for either or both of these parties);
- 2012 General Election: 2 ballot cards, 1,400,000 of each type or 2,800,000 ballot cards;
- 2013 Consolidated Primary: 1 ballot card for a total of 350,000 total ballots;
- 2011 Consolidated Election: 1 ballot card for a total of 1,500,000 total ballots.

Historically there has been 30% variability with the estimated volume. As a result, unit pricing is requested as part of the price proposal.

2.4.3 Ballot Reprints, Replaced or Delayed

Contractors are put on notice that a certain number of ballots will have to be reprinted and replaced, or delayed, because of changes required by circumstance beyond the control of the Clerk, such as litigation, court-ordered changes, and the withdrawal or death of candidates. Such delays often occur and tighten the response time for contractors. These reprinting or delayed printings will need to be done within 48 hours or, in extreme cases, 24 hours of the order. Proposers should take this into account in preparing their Proposals. However, the Clerk will entertain change orders when the amount of reprinting is unduly large or is required in an unusually short time-frame. However, if the total of late changes involves less than 8% of the total number of ballots or 4% of the ballot styles and none needs to be done in less than 48 hours, such work is to be regarded as a normal part of any contract awarded and will not merit additional payment.

2.4.4 Absentee Ballot Mailing

The Clerk currently prints absentee ballots in-house. Proposers are invited to make a proposal to print and mail the County Clerk's mail-in absentee ballots. If the County chooses to outsource this service, the selected Vendor would act as a mailing house for the County Clerk. The services required include but are not limited to receiving mailing address data, printing the appropriate ballot, packaging the ballot with other materials, such as instructions, printing the mailing label and mailing the absentee materials to the absentee ballot applicant.

For the purposes of this RFP, the Clerk anticipates approximately 50,000 absentee application for the February, 2012 Primary Election and 100,000 applications for the November, 2012, General Election, and 5,000 applications for the February, 2013 Consolidated Primary Election, and 35,000 applications for the April, 2013 Consolidated Election. Proposers must have the resources to provide and process up to twice as many absentee ballots for any given election, should conditions warrant it.

To account for variability with the estimated volume, unit pricing is requested as part of the price proposal.

In order to manage the printing of the absentee ballots the selected firm is required to require have facilities that can receive from the Clerk and can fulfill multiple daily file transfers of the ballot information relating to absentee ballot requestors. Each record in such files will include the requestor's ballot style, party, name and address, etc. The facilities must be able to process this data and produce bar-coded labels for the two envelopes used for each absentee ballot request. The selected firm must be able to filter out from such files those requests for which the ballot style is not yet available, and hold such requests for later fulfillment. For requests where the ballot style is available, fulfillment must be accomplished within 24 hours. The selected firm must be able to separately track requests for absentee ballots from outside of the United States. The facilities must be able to report on a daily basis to the Clerk which requests have been fulfilled on that day. The selected firm must be able to accommodate workers from the County Clerk's office on its premises to inspect all absentee ballots before they are shipped out.

Proposer must take into account required programming for managing the Clerk's data files. These will come in .xml format. Proposers are invited to present solutions above and beyond the requirements above that they feel tenable to the absentee ballot portion of this RFP.

B. Delivery Requirements

Because of the crucial time frames of this Contract, the successful Proposer must be able to deliver to the County any item of Work requested by the County within 48 hours of such request. Successful Proposer should consider the following factors in preparing its Proposal: (1) the time of the year in which this Contract will be performed; and (2) the local weather conditions occurring in the Cook County area. Successful Proposer is expected to submit a written statement in "Proposed Solution," that set forth the manner in which Successful Proposer expects to be able to perform the Contract taking into consideration these factors.

C. Other Obligations

The selected firm must be able to maintain a 24-hour per day, 7-day per week work schedule to perform the Work, or have the capacity to open its facilities in order to complete the Work upon a two (2) hour notice by the County, when required. Further, a 24-hour per day, 7-day per week telephone must be manned by selected firm during the term of this Contract. The selected firm must be prepared to work overtime, use extra personnel, if necessary, and expect last minute changes to the scope of the Work. All of which must be included within the Price Proposal. The County reserves the right to request on-site inspection the selected firm's facilities prior to the award of this Contract. Proposer shall be expected to cooperate with the County if such on-site inspection is requested. Failure may be grounds for disqualification.

2.5 Key Personnel

The proposer must identify the key personnel that will be committed to the project. The Purchasing Agent reserves the right to reject any key personnel proposed if it is determined in the County's best interest. All key personnel must be totally committed to the project without competing priorities. The evaluation of proposals includes the qualifications of the personnel proposed; therefore, proposers will name key personnel as part of their bid. Key Personnel must not be replaced during the project without the approval of the Purchasing Agent.

2.6 Subcontracting or teaming

The proposer may be comprised of one or more firms as to assure the overall success of the project. The firm shall identify each team member and specify their role. The Purchasing Agent reserves the right to accept or reject any of the team members if in the Purchasing Agent's sole opinion replacement of the team member, based on skills and knowledge, is in the best interest of the County.

EXECUTIVE SUMMARY FOR RFP No. 11-83-001P OPTICAL SCAN BALLOT PRINTING SERVICES

Lake County Press Ballot Team Proposal and Workflow

The LCP planning team will coordinate internally and externally all aspects of the ballot materials. Jim Wicklander and Kevin Jennings will head the team up. They will work directly with Cook County Election Department and Lake County Press personnel on all aspects of the ballot materials. The planning team will include members from customer service, purchasing, prepress, press, bindery, packaging, and logistics to ensure a complete understanding of all the requirements and desired outcome and to deliver a quality product on time and on budget.

Preplanning will begin with a total review of the entire election process including key timing components to ensure that all facets of the needed materials are identified and properly categorized for the individual coordination of required materials and production personnel needed to proactively respond to the demands and needs of the Cook County Election Department.

Files will be transmitted electronically to LCP through the LCP FTP Insite/Synapse system. All ballots will be logged in and charted through each phase of the production process through final delivery.

All ballots will be put into LCP Prepress system for ripping of files and proofing. All proofs will be routed through the LCP team to Cook County Election Department for approval and marked "OK" when returned or provide new proofs when changes are required. Once final O.k.'s proofs are received they will be OK'd in our internal tracking system and plates will be made. All plates will carry identification matching to our tracking system. The plates will then go into the plate holding area for print production and then to press with printing as required in either two or one color and one or two sides. All ballots will be printed on 90# Springhill Index Sequoia/Dominion approved stock. At all phases production the internal tracking chart will be updated. In the pressroom, press forms and ballot styles will be marked to match to the tracking chart and ballot style. Placed on skids and moved to the bindery for cutting, and packaging. All final ballots will be placed into cartons or plastic bags with an end label with proper identification placed on the end of each package.

At the printing and cutting stages testing will be done to ensure meeting Sequoia/Dominion requirements and approval prior to completion of the final shrink wrapping and packaging. Again the master chart is updated with approvals at each stage of production through delivery.

Ballots to be used for the Absentee Voting process will be scored and folded prior to final packaging. This will meet the tolerances and requirements as outlined in the Sequoia/Dominion specifications handbook.

Lake County Press is certified by Sequoia/Dominion Systems to produce Optical Scan Ballots and understands and verifies the testing requirements for each phase of the production process to ensure that all ballots are proper and readable.

Lake County Press has structured a comprehensive and integrated multi-tiered approach to servicing our clients' needs for project management. It begins with our staff of highly trained and experienced outside Sales Representatives who actively work with each of their assigned customers and prospects prior to, during and following the production of a project. The Sales Rep has first echelon responsibility for all customer contact and acts as an information resource and consultant for the client.

The Customer Service Representative (CSR) is the second echelon of our customer contact hierarchy. Each Sales Rep has an assigned CSR; therefore the CSR is extremely familiar with all of the Sales Rep's client contacts, and particular needs.

In addition to the Sales Rep and his/her assigned CSR, we have numerous others within the organization who are not only available but who often offer assistance to the client contact directly. These include our prepress personnel (frequently called upon to answer technical questions regarding software, hardware or color issues); our pressroom (printing process and / or ink and coating related inquiries); scheduling personnel (press okay times); our estimating department (request for estimates and/or revisions to an existing estimate); our paper purchasing agent (questions regarding stock availability and / or comparisons as well as requests for samples/dummies), and finally our warehouse and shipping area personnel (requests for freight rates, suggested best method of freight as well as proof of delivery documentation).

Lake County Press successfully services a significant list of national accounts as well as numerous out-of-state accounts. A portion of these national accounts are based here in Illinois with divisions and/or approved agencies located across the country, while others are corporations based outside of Illinois with divisions and/or approved agencies located here in the Chicago area. In both instances, we are able to provide these clients with outstanding customer service coverage due in part to a combination of our 24 hour per day production operation, our sophisticated web-enabled project collaboration tools and the expanded hours of coverage we feature in both our production planning and customer service areas.

For your review, the following is a breakdown of the "account management team" we have in place servicing the Cook County account.

Sales Account Management

James Wicklander (extension 4502), Account Executive

Phone: (847) 625-4502 DID E-Mail: jwicklander@lakecountypress.com

Peter Douglas (extension 2647), Senior VP, Director of Sales & Marketing

Phone: (847) 406-2647 DID E-Mail: pdouglas@lakecountypress.com

Inside Customer Service Support

Kevin Jennings (extension 2683), Customer Service Representative

Phone: (847) 406-2683 DID E-Mail: kjennings@lakecountypress.com

Mark Wagner (extension 2508), Customer Service Manager

Phone: (847) 406-2508 DID E-Mail: mwagner@lakecountypress.com

Russell T. Schoenherr (extension 2602), Senior VP, Director of Client Services

Phone: (847) 406-2602 DID E-Mail: rts@lakecountypress.com

Estimating, Production Planning and Order Entry

John Sherwood (extension 2535), Mgr., Estimating & Production Planning

Phone: (847) 406-2535 DID E-Mail: jsherwood@lakecountypress.com

Production Scheduling / Job Tracking

Lee Marcoe (ext.2582), Manager of Production Scheduling

Phone: (847) 406-2582 DID E-Mail: lmarcoe@lakecountypress.com

Warehousing / Fulfillment / Kit Assembly / Mailing

Mark Hammel (ext. 2680), Manager, LCP Complete

Phone: (847) 406-2680 DID E-Mail: mhammel@lakecountypress.com



3xData Corporation is pleased to offer our proposal to handle the database and mailing of Cook County's mail-in absentee ballots for the 2012 and 2013 elections. We have successfully fulfilled absentee ballots for the Cook County Board of Elections since 2006, managing ten (10) elections for the County over the past 5 years. We have worked closely with County personnel to ensure seamless integration with your systems and to deliver a quality and accurate work product.

3xData Corporation is certified as a WBE by the Women's Business Development Center (WBDC) and by Cook County.

Our proposal includes the following:

Database

- Developing and maintaining a database that houses absentee ballot requestor names, along with other pertinent information that is provided by the County. This database will only process those requests where the ballot style is available. As missing ballot styles become available, these names will be integrated into the master database and fulfilled.
- The database imports electronic files of absentee ballot requestor names that are posted to a secure .ftp site on a daily basis by the County. We understand that multiple files may be received in one day and a file transfer worksheet has been developed to accurately manage file names and quantities to ensure that all files are processed in a timely manner and that all names are accounted for.
- In addition to the data that is supplied by the County for every requestor, the database also tracks the input file name of each requestor and the date that the requestor's ballot was mailed.
- The database flags each name as to whether it is to be mailed or whether it is to be returned to the County (i.e., nursing home and detainee).
- An output file of the requestor ID's that were mailed is posted to the County .ftp site on a daily basis and a daily tracking worksheet of the output file name is sent to the County for verification.

Fulfillment

- All printed ballots are stored in an organized and secure manner at the 3xData facilities, which is located in the South loop, within blocks of the main Chicago Post Office.
- Our facilities have sufficient space to accommodate County personnel on a daily basis to quality check the absentee ballot packages.
- Ballots are fulfilled on a daily basis, within 24 hours of receipt of the data.

3xData Corporation

- Foreign addresses will be identified and tracked as per County specifications.
- Two labels for each requestor are printed and affixed to the inner return envelope and the outer mailing envelope. The outer envelope label includes the requestor's name and address. The inner/return envelope includes the requestor's ID in barcode format, along with the requestor's name and other information, as required by the County.
- Additional inserts, such as the Absentee Voting Guidelines, will be inserted into each ballot package.
- If required, an additional judicial or congressional ballot will also be inserted into the absentee ballot package.
- Nursing home and detainee ballots will be set aside for pick-up by the County.
- Daily delivery to the Chicago Post Office by 7:00 p.m. All ballots must be Q/C'd by the County by 6:00 p.m. to ensure delivery for that day.
- Maintenance of a daily reporting schedule, outlining the following:
 - o Number of absentee ballots requests received, by date
 - o Mail date of each batch of requests
- Postage will be debited from the County postage permit account.
- All printed materials (inner and outer envelopes, ballot inserts, printed ballots) to be supplied by the County.

Optional Services

3xData Corporation is also capable of managing the entire absentee fulfillment process, from beginning to end. This would include collecting absentee ballot applications from the Post Office, date/time stamping the applications, verifying the voter's registration and signature, managing the data entry process (including data entry verification), fulfilling the absentee ballots, collecting the returned ballots from the Post Office and scanning them into the County database.

Prior to providing a final proposal for these optional services, 3xData would perform a thorough audit of the current systems and procedures that the County employs to enter and fulfill absentee ballots. Strict quality control and security measures would be in place to ensure 100% accuracy on a timely basis.

Depending on the County's needs, we would be happy to engage in further discussions regarding the outsourcing of all, or part, of the entire absentee ballot process.

EXHIBIT 2

Schedule of Compensation

BEST AND FINAL OFFER COST PROPOSAL FOR RFP NO. 11-83-001P

The Proposer declares that they have carefully examined the Request for Proposal documents in its entirety, including any Addendums issued pursuant thereto for **PRINTING OPTICAL SCAN BALLOTS** as prepared by Cook County and has become familiar with all of the conditions under which it must be carried out and understands that by submitting proposed pricing on these pages, Proposer waives all right to plead any misunderstanding regarding the same.

ITEM NO. DESCRIPTION UNIT COST

1. Partial Job Completion, Includes Packaging for Precinct Distribution

Description of Work	Cost
2012 March Primary 2/1 18" Ballot	\$295,561
2012 November General 1/1 18" Ballot	\$173,614
2013 February Primary 1/1 18" Ballot	\$36,765
2013 April Consolidated 1/1 18" Ballot	\$186,007

2. Quantity Cost Chart - outlines savings or overages based upon differences from anticipated

Quantities + or – Anticipated	Cost per thousand ballots
(> 200,000)	\$75.00 Per M
(200,000 – 150,000)	\$75.00 Per M
(150,000 – 100,000)	\$75.00 Per M
(100,000 - 50,000)	\$75.00 Per M
(50,000 – 0)	\$75.00 Per M
0 - 50,000	\$75.00 Per M
50,000 – 100,000	\$75.00 Per M
100,000 – 150,000	\$75.00 Per M
150,000 – 200,000	\$75.00 Per M
> 200,000	\$75.00 Per M

3. Fixed Ballot Style

Styles + or – Anticipated	Cost of PrePRESS	Cost of plating	Cost after ballots printed
(> 201)	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR
(200 – 151)	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR
(150 – 101)	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR
(100 – 51)	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR
(50 – 0)	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR
0 – 50	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR
51 – 100	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR
101 – 150	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR
151 – 200	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR
> 201	\$25.00 Each	\$25.00 Each	\$75.00 Per M Ballots Printed \$25.00 MR

BEST AND FINAL OFFER COST PROPOSAL FOR RFP NO. 11-83-001P

4. Absentee Ballot Quantity Chart –

Quantities + or – Anticipated	Cost per ballot
(> 10,000)	\$.60 1 st Ballot \$.15 2 nd Ballot
(10,000 – 7,500)	\$.60 1 st Ballot \$.15 2 nd Ballot
(7,500 – 5,000)	\$.60 1 st Ballot \$.15 2 nd Ballot
(5,000 – 2,500)	\$.60 1 st Ballot \$.15 2 nd Ballot
(2,500 – 0)	\$.60 1 st Ballot \$.15 2 nd Ballot
0 - 2,500	\$.60 1 st Ballot \$.15 2 nd Ballot
2,500 – 5,000	\$.60 1 st Ballot \$.15 2 nd Ballot
5,000 – 7,500	\$.60 1 st Ballot \$.15 2 nd Ballot
7,500 – 10,000	\$.60 1 st Ballot \$.15 2 nd Ballot
> 10,000	\$.60 1 st Ballot \$.15 2 nd Ballot

Cost Proposal:

GRAND TOTAL COST for the ANTICIPATED NEEDS OF THE COOK COUNTY CLERK FOR **BALLOT PRINTING:**

\$691,947.00 For 4 Listed Elections*

*May Need to Add 2nd Possible
 Ballot for Delegates or Retention
 Judges.
 2012 March Primary 2/0 13 ¼"
 Ballot \$66,971.00
 2012 November General 1/0
 13 ¼" Ballot \$66,056.00

GRAND TOTAL COST for the ANTICIPATED NEEDS OF THE COOK COUNTY CLERK FOR **ABSENTEE BALLOT MAILING**

\$226,000.00 Plus Costs of 2nd Ballot if Needed \$.15 Each

COST PROPOSAL:

Ballot Printing (Note: Price Includes 4 Elections and Possible Ballots for Delegates for March 2012 Primary and November 2012 General Election)	<u>\$897,291.00</u>
Absentee Ballot	<u>\$226,000.00</u>
GRAND TOTAL:	<u>\$1,123,291.00</u>

LAKE COUNTY PRESS BEST AND FINAL OFFER (BAFO) PRICING RFP No. 11-83-0019P OPTICAL SCAN BALLOT PRINTING SERVICES MAY 31, 2011

2012 MARCH PRIMARY ELECTION

1,400,000 Democratic Ballots and 700,000 Republican Ballots. Total 1500 Ballot Styles
9.75" x 18.0" on 90# Springhill Index

Ballots 2/0 Total Price \$239,978.00
Credit + or – for ballot styles \$50.00 each
Credit + or – for ballot quantities \$75.00 per M

Ballots 2/1 Total Price \$295,561.00
Credit + or – for ballot styles \$50.00 each
Credit + or – for ballot quantities \$75.00 per M

Possible Delegate Ballots 11 Ballot Styles 9.75" x 13.25" on 90# Springhill Index

Ballots 2/0 Total Price \$66,971.00
Credit + or – for ballot quantities \$50.00 per M

Ballots 2/1 Total Price \$72,125.00
Credit + or – for ballot quantities \$50.00 per M

Possible Delegate Ballots 11 Ballot Styles 9.75" x 18.0" on 90# Springhill Index

Ballots 2/0 Total Price \$99,669.00
Credit + or – for ballot quantities \$75.00 per M

Ballots 2/1 Total Price \$109,351.00
Credit + or – for ballot quantities \$75.00 per M

2012 NOVEMBER GENERAL ELECTION

1,400,000 Ballots 750 Ballot Styles 9.75" x 18.0" on 90# Springhill Index

Ballots 1/0 Total Price \$153,430.00
Credit + or – for ballot styles \$50.00 each
Credit + or – for ballot quantities \$75.00 per M

Ballots 1/1 Total Price \$173,614.00
Credit + or – for ballot styles \$50.00 each
Credit + or – for ballot quantities \$75.00 per M

Possible Judges Retention 1,400,000 Ballots 1 Ballot Style 9.75" x 13.25"
On 90# Springhill Index

Ballots 1/0 Total Price \$66,056.00
Credit + or – for ballot quantities \$50.00 per M

Ballots 1/1 Total Price \$66,603.00
Credit + or – for ballot quantities \$50.00 per M

Ballots 2/0 Total Price \$66,068.00
Credit + or – for ballot quantities \$50.00 per M

Ballots 2/2 Total Price \$72,023.00
Credit + or – for ballot quantities \$50.00 per M

Possible Judges Retention 1,400,000 Ballots 1 Ballot Style 9.75" x 18.0"
On 90# Springhill Index

Ballots 1/0 Total Price \$97,323.00
Credit + or – for ballot quantities \$70.00 per M

Ballots 1/1 Total Price \$105,675.00
Credit + or – for ballot quantities \$80.00 per M

Ballots 2/0 Total Price \$98,379.00
Credit + or – for ballot quantities \$70.00 per M

Ballots 2/2 Total Price \$108,480.00
Credit + or – for ballot quantities \$80.00 per M

2013 FEBRUARY PRIMARY ELECTION

350,000 Ballots 75 Ballot Styles 9.75" x 18.0" on 90# Springhill Index

Ballots 1/0 Total Price \$ 35,604.00
Credit + or – for ballot styles \$50.00 each
Credit + or – for ballot quantities \$75.00 per M

Ballots 1/1 Total Price \$36,765.00
Credit + or – for ballot styles \$50.00 each
Credit = or – for ballot quantities \$75.00 per M

2013 APRIL CONSOLIDATED ELECTION

1,500,000 Ballots 1,000 Ballot Styles 9.75" x 18.0" on 90# Springhill Index

Ballots 1/0 Total Price \$174,306.00
Credit + or – for ballot styles \$50.00 each
Credit + or – for ballot quantities \$75.00 per M

Ballots 1/1 Total Price \$186,007.00
Credit + or – for ballot styles \$50.00 each
Credit + or – for ballot quantities \$75.00 per M

PREPRESS COSTS

Cost of Prepress and proofing \$25.00 each. Plating \$25.00 each. Printed \$25.00 each

BEST AND FINAL OFFER (BAFO) FOR RFP 11-83-001P MAY 31, 2011

LAKE COUNTY PRESS / 3xData ABSENTEE BALLOT PROCESSING
AND FUFILLMENT RFP No. 11-83-001P

PRIMARY MARCH 2012

50,000 Absentee Ballots	\$65,000 .00 Total
Credit for + or – ballots	\$0.60 each
Additional for 2 nd ballot if needed	\$0.15 each

GENERAL ELECTION NOVEMBER 2012

100,000 Absentee Ballots	\$108,000.00 Total
Credit for + or – ballots	\$0.60 each
Additional for 2 nd ballot if needed	\$0.15 each

PRIMARY ELECTION FEBRUARY 2013

5,000 Absentee Ballots	\$12,000.00 Total
Credit for + or – ballots	\$.75 each

Please note that we still have included daily downloads; daily reporting and daily deliveries and if quantities and counts are minimum actual costs would be much lower. We suggest discussions regarding fixed cost assumptions and variable costs.

CONSOLIDATED ELECTION APRIL 2013

35,000 Absentee Ballots	\$41,000.00 Total
Credit for + or – ballots	\$0.60 each

WE HAD INCLUDED THE DETAILED 3xData PROPOSAL WITH OUR ORIGINAL BID PACKET AND WELCOME FURTHER DISCUSSIONS ON HOW BEST TO BE OF SERVICE TO THE COOK COUNTY BOARD OF ELECTIONS REGARDING THE HANDLING AND PROCESSING OF ABSENTEE BALLOTS

EXHIBIT 3

Evidence of Insurance

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/10/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER T.A. Cummings Jr. Company 4153 Main St. Skokie, IL 60076	CONTACT NAME: Dawn Arama PHONE (A/C, No, Ext): 847.679.7350 FAX (A/C, No): 847.679.7361 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:
	INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Insurance Company: AM BEST A+ INSURER B: American Westbrook Insurance: AM BEST A- INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Lake County Press, Inc. P o Box9209 Waukegan, IL 60079-9209	NAIC # BEST A+ BEST A-

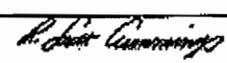
COVERAGES **CERTIFICATE NUMBER: 11/12 Renewal Certs** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			PRN3001651	09/01/2011	09/01/2012	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						\$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PRN3001651	09/01/2011	09/01/2012	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			PRN3001651	09/01/2011	09/01/2012	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	2093604127	09/01/2011	09/01/2012	<input checked="" type="checkbox"/> NO STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Cook County is named as additional insured with respect to the general liability policy per written contract.

Subject to policy terms, conditions & endorsements.

CERTIFICATE HOLDER Cook County Purchasing Department RFP# 11-83-001P 118 North Clark Street Room 1018 Chicago, IL 60602	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Scott Cummings/ANAD00

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EXHIBIT 4

Board Authorization

OFFICE OF THE COUNTY CLERK

CONTRACTS

ITEM #35

APPROVED

Transmitting a Communication, dated September 27, 2011 from

DAVID ORR, County Clerk
by
CLEM BALANOFF, Deputy Clerk

requesting authorization for the Purchasing Agent to enter into a contract with Lake County Press, Inc., Waukegan, Illinois, for ballot printing services.

Reason: A Request for Proposal (RFP) was issued for ballot printing services. Of the certified printers, Lake County Press was found most qualified, meeting all technical requirements, and with the necessary experience and lowest price.

Estimated Fiscal Impact: \$1,123,291.00 (FY2012: \$844,000.00; and FY2013: \$279,291.00). Contract period: December 1, 2011 through November 30, 2013. (524-240 Account).

Sufficient funds are available in the County Clerk Election Division Fund.

The Purchasing Agent concurs.

Vendor has met the Minority and Women Business Enterprise Ordinance.

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ITEM #36

APPROVED

Transmitting a Communication, dated September 27, 2011 from

DAVID ORR, County Clerk
by
CLEM BALANOFF, Deputy Clerk

requesting authorization for the Purchasing Agent to enter into a contract with Dominion Voting Systems, Inc., Denver, Colorado, for support and maintenance of the Election Department's ballot tabulation system.