

PROFESSIONAL SERVICES AGREEMENT

CONTRACT NO. 1453-13385A

RECIDIVISM REDUCTION DEMONSTRATION GRANTS

BETWEEN



COOK COUNTY GOVERNMENT

COOK COUNTY JUSTICE ADVISORY COUNCIL

AND

HOUSING AUTHORITY OF COOK COUNTY

PROFESSIONAL SERVICES AGREEMENT

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Economic Disclosure Statement
Signature Pages

List of Exhibits

- Exhibit 1 Scope of Services
- Exhibit 2 Schedule of Compensation
- Exhibit 3 Evidence of Insurance
- Exhibit 4 Economic Disclosure Statement Forms

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 Chief Procurement Officer hereinafter referred to as "County" and Housing Authority of Cook County, doing business as a Corporation of the State of Illinois, hereinafter referred to as "Contractor".

BACKGROUND

The County of Cook issued a Request for Proposals "RFP" for Recidivism Reduction Demonstration Grants. Proposals were evaluated in accordance with the evaluation criteria published in the RFP. The Contractor was selected based on the proposal submitted and evaluated by the County representatives.

Contractor 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 Contractor 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 Chief Procurement Officer in a written modification to this Agreement before Contractor 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.

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

"Department" means the Cook County Using Department.

"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 Contractor contracts to provide any part of the Services, including subcontractors and subcontractors of any tier, suppliers and materials providers, whether or not in privity with Contractor.

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 Economic Disclosure Statement Forms

ARTICLE 3: DUTIES AND RESPONSIBILITIES OF CONTRACTOR

a) **Scope of Services**

This description of Services is intended to be general in nature and is neither a complete description of Contractor's Services nor a limitation on the Services that Contractor is to provide under this Agreement. Contractor must provide the Services in accordance with the standards of performance set forth in Section 3c. The Services that Contractor 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, Contractor must prepare or provide to the County various Deliverables. "**Deliverables**" include work product, such as written reviews, recommendations, reports and analyses, produced by Contractor 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 Contractor has failed to comply with the foregoing standards, it has 30 days from the discovery to notify Contractor of its failure. If Contractor 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 Contractor of its commitments under this Agreement.

c) Standard of Performance

Contractor must perform all Services required of it under this Agreement with that degree of skill, care and diligence normally shown by a Contractor performing services of a scope and purpose and magnitude comparable with the nature of the Services to be provided under this Agreement. Contractor 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, Contractor agrees to be held to the standard of care of a fiduciary.

Contractor 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. Contractor must provide copies of any such licenses. Contractor remains responsible for the professional and technical accuracy of all Services or Deliverables furnished, whether by Contractor 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 Contractor fails to comply with the foregoing standards, Contractor 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 Contractor 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 Contractor either under this Agreement, at law or in equity.

d) Personnel

i) Adequate Staffing

Contractor 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. Contractor 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 Contractor 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**

Contractor 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 Contractor that the County will no longer accept performance of Services under this Agreement by one or more Key Personnel listed. Upon that notice Contractor 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. A list of Key Personnel is found in Exhibit 1, Scope of Services.

iii) **Salaries and Wages**

Contractor 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 Contractor underpays any such salaries or wages, the Comptroller for the County may withhold, out of payments due to Contractor, 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 Contractor to the respective employees to whom they are due. The parties acknowledge that this Section 3.d(iii) 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, Contractor must abide by the minority and women's business enterprise commitment requirements of the Cook County Ordinance, (Article IV, Section 34-267 through 272) except to the extent waived by the Compliance Director. Contractor's completed MBE/WBE Utilization Plan evidencing its compliance with this requirement are a part of this Agreement, in Section 1 of the Economic Disclosure Statement, upon acceptance by the Compliance Director. Contractor must utilize minority and women's business enterprises at the greater of the amounts committed to by the Contractor for this Agreement in accordance with Section 1 of the Economic Disclosure Statement .

f) Insurance

Prior to the effective date of this Contract, the Contractor, at its cost, shall secure and maintain at all times, unless specified otherwise, until completion of the term of this Contract the insurance specified below.

Nothing contained in these insurance requirements is to be construed as limiting the extent of the Contractor's responsibility for payment of damages resulting from its operations under this Contract.

Contractor shall require all Subcontractors to provide the insurance required in this Agreement, or Contractor may provide the coverages for Subcontractors. All Subcontractors are subject to the same insurance requirements as Contractor or as specified otherwise. Contractor is responsible for any deductibles or self-insured retentions.

The Cook County Department of Risk Management maintains the right to modify, delete, alter or change these requirements.

Coverages

i) Workers Compensation Insurance

Workers' Compensation shall be in accordance with the laws of the State of Illinois or any other applicable jurisdiction.

The Workers Compensation policy shall also include the following provisions:

- (1) Employers' Liability coverage with a limit of:
 - \$500,000 each Accident
 - \$500,000 each Employee
 - \$500,000 Policy Limit for Disease

ii) Commercial General Liability Insurance

The Commercial General Liability shall be on an occurrence form basis (ISO Form CG 0001 or equivalent) to cover bodily injury, personal injury and property damage.

- (1) Each Occurrence \$ 1,000,000
- (2) General Aggregate \$ 2,000,000

The General Liability policy shall include the following coverages:

- (1) All premises and operations;
- (2) Contractual Liability;
- (3) Products/Completed Operations;
- (4) Severability of interest/separation of insureds clause

iii) **Commercial Automobile Liability Insurance**

When any vehicles are used in the performance of this contract, Contractor shall secure Automobile Liability Insurance for bodily injury and property damage arising from the Ownership, maintenance or use of owned, hired and non-owned vehicles with a limit no less than \$1,000,000 per accident.

iv) **Professional Liability**

Contractor shall secure Professional Liability insurance covering any and all claims arising out of the performance or nonperformance of professional services for the County under this Agreement. This professional liability insurance shall remain in force for the life of the Contractor's obligations under this Agreement, and shall have a limit of liability of not less than \$1,000,000 per claim with a deductible of not more than \$100,000. If any such policy is written on a claims made form, the retroactive date shall be prior to or coincident with the effective date of this contract. Claims made form coverage, or extended reporting following the expiration or termination of this contract, shall be maintained by the Contractor for a minimum of two years following the expiration or early termination of this contract and the Contractor shall annually provide the County with proof of renewal.

Additional requirements

i) **Additional Insured**

The required insurance policies, with the exception of the Workers Compensation and Professional Liability, shall name Cook County, its officials, employees and agents as additional insureds with respect to operations performed. Contractor's insurance shall be primary and non-contributory with any insurance or self-insurance maintained by Cook County.

ii) **Qualification of Insurers**

All insurance companies providing coverage shall be licensed or approved by the Department of Insurance, State of Illinois, and shall have a financial rating no lower than (A-) VII as listed in A.M. Best's Key Rating Guide, current edition or interim report. Companies with ratings lower than (A-) VII will be acceptable only upon consent of the Cook County Department of Risk Management. The insurance limits required herein may be satisfied by a combination of primary, umbrella and/or excess liability insurance policies.

iii) **Insurance Notices**

The County will not allow the Contractor to commence any work under this Agreement until all insurance required under this Agreement is purchased and evidence of such is received and approved by the Chief Procurement Officer. Contractor shall provide the Office of the Chief Procurement Officer with thirty (30) days advance written notice in the event any required insurance will be cancelled, materially reduced or non-renewed. Contractor shall secure replacement coverage to comply with the stated insurance requirements and provide new certificates of insurance to the Office of the Chief Procurement Officer.

Prior to the date on which Contractor commences performance of its part of the work, Contractor shall furnish to the Office of the Chief Procurement Officer certificates of insurance maintained by Contractor. The receipt of any certificate of insurance does not constitute agreement by the County that the insurance requirements have been fully met or that the insurance policies indicated on the certificate of insurance are in compliance with insurance required above.

In no event shall any failure of the County to receive certificates of insurance required hereof or to demand receipt of such Certificates of Insurance be construed as a waiver of Contractor's obligations to obtain insurance pursuant to these insurance requirements.

iv) **Waiver of Subrogation Endorsements**

All insurance policies must contain a Waiver of Subrogation Endorsement in favor of Cook 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 Chief Procurement Officer 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 Chief Procurement Officer. 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 Contractors' 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) 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 Chief Procurement Officer, which approval shall be granted or withheld at the sole discretion of the Chief Procurement Officer. 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 Chief Procurement Officer. 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 Chief Procurement Officer the names of any and all subcontractors it intends to use in the performance of the Contract. The Chief Procurement Officer shall have the right to disapprove any subcontractor. Identification of subcontractors to the Chief Procurement Officer shall be in addition to any communications with County offices other than the Chief Procurement Officer. 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 Chief Procurement Officer upon request.

The Contractor must disclose the name and business address of each subcontractor, attorney, lobbyist, accountant, Contractor 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 Chief Procurement Officer or his designee while on any County property and shall abide by all rules and regulations imposed by the County.

1) Professional Social Services

In accordance with 34-146, of the Cook County Procurement Code, all Contractors or providers providing services under a Professional Social Service Contracts or Professional Social Services Agreements, shall submit an annual performance report to the Using Agency, i.e., the agency for whom the Contractor or provider is providing the professional social services, that includes but is not limited to relevant statistics, an empirical analysis where applicable, and a written narrative describing the goals and objectives of the contract or agreement and programmatic outcomes. The annual performance report shall be provided and reported to the Cook County Board of Commissioners by the applicable Using Agency within forty-five days of receipt. Failure of the Contractor or provider to provide an annual performance report will be considered a breach of contract or agreement by the Contractor or provider, and may result in termination of the Contract or agreement.

For purposes of this Section, a Professional Social Service Contract or Professional Social Service Agreement shall mean any contract or agreement with a social service provider, including other governmental agencies, nonprofit organizations, or for profit business enterprises engaged in the field of and providing social services, juvenile justice, mental health treatment, alternative sentencing, offender rehabilitation, recidivism reduction, foster care, substance abuse treatment, domestic violence services, community transitioning services, intervention, or such other similar services which provide mental, social or physical treatment and services to individuals. Said Professional Social Service Contracts or Professional Social Service Agreements do not include CCHHS managed care contracts that CCHHS may enter into with health care providers.

ARTICLE 4: TERM OF PERFORMANCE

a) Term of Performance

This Agreement takes effect when approved by the Chief Procurement Officer and its term shall begin on July 15, 2014 ("**Effective Date**") and continues until July 14, 2015, or until this Agreement is terminated in accordance with its terms.

b) Timeliness of Performance

- i) Contractor 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, Contractor acknowledges that **TIME IS OF THE ESSENCE** and that the failure of Contractor to comply with the time limits described in this Section 4.b may result in economic or other losses to the County.
- ii) Neither Contractor nor Contractor'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 Contractor by reason of delays or hindrances in the performance of the Services, whether or not caused by the County.

c) Agreement Extension Option

The Chief Procurement Officer may at any time before this Agreement expires elect to extend this Agreement under the same terms and conditions as this original Agreement, except as provided otherwise in this Agreement, by notice in writing to Contractor. After notification by the Chief Procurement Officer, 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 Contractor 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 identified in Exhibit 2, Schedule of Compensation. Payments under this Agreement must not exceed the dollar amount shown in Exhibit 2 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 Contractor 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 Contractor. No payments will be made or due to Contractor 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 Chief Procurement Officer. The complaining party shall submit a written statement detailing the dispute and specifying the specific relevant Contract provision(s) to the Chief Procurement Officer. Upon request of the Chief Procurement Officer, the party complained against shall respond to the complaint in writing within five days of such request. The Chief Procurement Officer will reduce her decision to writing and mail or otherwise furnish a copy thereof to the Contractor. The decision of the Chief Procurement Officer 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 Chief Procurement Officer 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 Chief Procurement Officer of a dispute. No inference shall be drawn from the absence of a decision by the Chief Procurement Officer. 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, Contractor:

- i) warrants that Contractor 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 Contractor 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 Contractor 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 Contractor or Subcontractor for any purpose in the performance of its Services under this Agreement;
- iv) warrants that Contractor and its Subcontractors are not in default at the time this Agreement is signed, and have not been considered by the Chief Procurement Officer 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 Contractor 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 Contractor 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
- 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.a and 9.c.

b) Ethics

In addition to the foregoing warranties and representations, Contractor warrants:

- i) no officer, agent or employee of the County is employed by Contractor 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.
- ii) 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 Contractor 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 Contractor, 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 Contractor 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, Contractor 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) Contractor 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, Contractor must disclose to the County its past client list and the names of any clients with whom it has an ongoing relationship. Contractor is not permitted to perform any Services for the County on applications or other documents submitted to the County by any of Contractor's past or present clients. If Contractor 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 Contractor 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.h of this Agreement. If the County, by the Chief Procurement Officer in his reasonable judgment, determines that any of Contractor's Services for others conflict with the Services Contractor is to render for the County under this Agreement, Contractor 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 Contractor under this Agreement, Contractor 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, Contractor 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

Contractor and any assignee or Subcontractor of Contractor 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 Contractor to the County.
- ii) Contractor's material failure to perform any of its obligations under this Agreement including the following:
 - (a) Failure due to a reason or circumstances within Contractor'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 Chief Procurement Officer 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 Contractor'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 Contractor without the prior written approval of the Chief Procurement Officer, which approval the Chief Procurement Officer will not unreasonably withhold.
 - iv) Contractor's default under any other agreement it may presently have or may enter into with the County during the life of this Agreement. Contractor 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 Article 7 in the performance of the Agreement.
 - vi) Contractor's repeated or continued violations of County ordinances unrelated to performance under the Agreement that in the opinion of the Chief Procurement Officer 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 Contractor in default. The Chief Procurement Officer may in his sole discretion give Contractor 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 Chief Procurement Officer. Whether to declare Contractor in default is within the sole discretion of the Chief Procurement Officer and neither that decision nor the factual basis for it is subject to review or challenge under the Disputes provision of this Agreement.

The Chief Procurement Officer will give Contractor 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 Chief Procurement Officer 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 Chief Procurement Officer may give a Default Notice if Contractor 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, Contractor 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 Contractor's expense and as agent for Contractor, either directly or through others, and bill Contractor for the cost of the Services, and Contractor must pay the difference between the total amount of this bill and the amount the County would have paid Contractor under the terms and conditions of this Agreement for the Services that were assumed by the County as agent for the Contractor under this Section 9.b;
- 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 Contractor's compensation under this Agreement;
- vi) The right to consider Contractor non-responsible in future contracts to be awarded by the County.

If the Chief Procurement Officer 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 Contractor to continue to provide the Services despite one or more events of default, Contractor 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.a and 9.b 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 Contractor. The County will give notice to Contractor in accordance with the provisions of Article 11. The effective date of termination will be the date the notice is received by Contractor 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, Contractor 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 Contractor must attempt to agree on the amount of compensation to be paid to Contractor, but if not agreed on, the dispute must be settled in accordance with Article 6 of this Agreement. The payment so made to Contractor is in full settlement for all Services satisfactorily performed under this Agreement.

Contractor 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. Contractor will not be entitled to make any early termination claims against the County resulting from any Subcontractor's claims against Contractor or the County to the extent inconsistent with this provision.

If the County's election to terminate this Agreement for default under Sections 9.a and 9.b 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.c.

d) Suspension

The County may at any time request that Contractor suspend its Services, or any part of them, by giving 15 days prior written notice to Contractor 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. Contractor must promptly resume its performance of the Services under the same terms and conditions as stated in this Agreement upon written notice by the Chief Procurement Officer and such equitable extension of time as may be mutually agreed upon by the Chief Procurement Officer and Contractor when necessary for continuation or completion of Services. Any additional costs or expenses actually incurred by Contractor 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, Contractor by written notice may treat the suspension as an early termination of this Agreement under Section 9.c.

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 Contractor's performance or non-performance;
- (ii) if the County exercises any of its remedies under Section 9.b 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, Contractor 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

Contractor 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 Contractor to enter into this Agreement or has been relied upon by Contractor, 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**

Contractor acknowledges that Contractor 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. Contractor did so review those documents, and either every such statement, representation, promise or provision has been included in this Agreement or else, if omitted, Contractor 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 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.

In the case of Contracts not approved by the Board, the Chief Procurement Officer may amend a contract provided that any such amendment does not extend the Contract by more than one (1) year, and further provided that the total cost of all such amendments does not increase the total amount of the Contract beyond \$150,000. Such action may only be made with the advance written approval of the Chief Procurement Officer. If the amendment extends the Contract beyond one (1) year or increases the total award amount beyond \$150,000, then Board approval will be required.

No County department or employee thereof has authority to make any modifications or amendments to this Contract. Any modifications or amendments to this Contract made without the express written approval of the Chief Procurement Officer is void and unenforceable.

Contractor is hereby notified that, except for modifications and amendments which are made in accordance with this GC-10, 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

Contractor 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, Contractor 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 Contractor's performance in any respect or waives a requirement or condition to either the County's or Contractor'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 Contractor 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 Contractor and the County. The rights and the obligations of the parties are only those expressly set forth in this Agreement. Contractor 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 Contractor 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 Contractor performing the Services required under this Agreement.
- ii) Contractor 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 Contractor.

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: Justice Advisory Council
 69 West Washington Street, Room 1110
 Chicago, Illinois 60602
 Attention: Sharrell Hibbler

and

Cook County Chief Procurement Officer
118 North Clark Street, Room 1018
Chicago, Illinois 60602
(Include County Contract Number on all notices)

If to Contractor: Housing Authority of Cook County
 175 West Jackson Boulevard, Suite 350
 Chicago, IL 60604
 Attention: Richard Monocchio, Executive Director

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 Contractor 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 Contractor have been made with complete and full authority to commit Contractor 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.

EXHIBIT 1

Scope of Services

EXHIBIT 1

Scope of Services

The Contractor shall assist the Justice Advisory Council (JAC) to properly implement programs that encourage new public-private partnerships and new approaches to recidivism reduction. Programs shall not focus solely on case management without service provision. Re-entry programs may include but not be limited to services and resources for post-discharge transitional employment, counseling and substance abuse treatment, high school & GED, college and vocational education, and transitional housing.

The program purpose is to reduce the recidivism rate for individuals released from the Cook County Juvenile Temporary Detention Center and the divisions of the Cook County Jail, including the jail general and sentenced populations, Women's Justice Services, the Impact Program, the Vocational Rehabilitation Impact Center (VRIC), the Pre-Release Center, and the Day Reporting Center.

The Contractor shall serve between fifty to one hundred persons for the Demonstration Grants. The Contractor shall develop programs in one or more of the targeted areas of health, housing, education, employment, or mentoring.

The Contractor shall offer a safe, supportive and encouraging environment that encourages trust, bonding, and connection. Staff selection should take into account the population being served with consideration to parity, economic challenges and cultural values.

The JAC expects equitable treatment by staff towards all participants throughout their course of treatment. Each reentry service plan shall be based on the participant's individual needs and their progression through rehabilitative and supportive services, as evidenced by periodic reviews of the plan documented in the case records.

The Contractor is required to create and retain participant files service plans and records. The participant record information shall include the participants names, addresses and services provided.

Contractor shall provide the following information:

Description of Problem

Contractor shall provide a description of the problem that includes the barriers to successful re-entry in the community the agency/organization serves, along with the causes of recidivism that this grant seeks to address.

Description of Target Population

Contractor shall provide a description of the target population that includes a demographic and geographic description of the target population to be served along with an explanation as to why this population is at risk of re-offending.

Program Implementation Plan & Implementation Schedule

Contractor shall provide a detailed description of the proposed scope of work, implementation plan & implementation schedule designed to increase agency/organizational capacity and any new services provided. Contractor shall clearly describe the intervention(s) and service supports proposed for this grant opportunity, provide a clear program schedule that specifically outlines the amount of time (and frequency) devoted to program activities and explain how the program implementation schedule will be supported by and executed by appropriate staffing.

Expected Outcomes

Contractor shall provide the expected outcomes of their program. This information should include: program outcomes that be achieved by the Contractor's target population, along with a description as to how they intend to measure these outcomes.

Planning & Preparation Activities

Contractor shall provide planning & preparation activities, including the planning activities the Contractor intends to engage in preparation for program execution.

Budget

Contractor shall provide a detailed budget that includes a cost breakdown for the program plan activities.



**HOUSING AUTHORITY OF
COOK COUNTY**

Building Communities. Creating Partnerships. Shaping Futures.....since 1946

175 W. Jackson Blvd., Suite 350 • Chicago, IL 60604-3042 • (312) 663.5447

March 10, 2014

Hipolito 'Paul' Roldan
Chair

Wendy Walker Williams
Vice Chair

Karen R. Chavers
Treasurer

Edna Carter
Commissioner

Polly Kuehl
Commissioner

Deniece Jordan-Walker
Commissioner

Richard J. Monocchio
Executive Director

Ms. Shannon Andrews
Chief Procurement Officer
Cook County, Office of the Chief Procurement Officer
118 N. Clark Street, Room 1018
Chicago, Illinois 60602

Re: RFP 1453-13385

Dear Ms. Andrews,

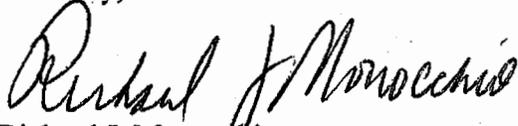
The Housing Authority of Cook County (HACC) is pleased to submit this proposal for a Recidivism Reduction Demonstration Grant in the amount of \$100,000 to support the creation and operation of the Housing Authority of Cook County Virtual High School (HACC VHS). The grant will support participation of fifty (50) formerly incarcerated youth living in HACC housing in Ford Heights and Robbins, Illinois. These youth face monumental challenges upon reentry and are seeking alternatives to the poverty and violence that is prevalent in their communities.

The HACC VHS will allow formerly incarcerated youth who are currently enrolled in the Sheriff's HSDP to continue their studies, maintain contact with positive adult mentors and access support services directly in their communities. In essence, the HACC VHS will extend the educational and support services youth are receiving while incarcerated to their home communities, making the transition back into the community as seamless and supportive as possible.

Research indicates that a youth reentry program is most effective when it includes 1) pre-release planning, 2) opportunities for education and/or employment, 3) services offered within the communities where youth live and 4) services to address the underlying issues that may have contributed to incarceration such as substance abuse, mental health issues, educational attainment, employment, family stability, etc. The HACC VHS incorporates these program components, while leveraging our resident services staff and the resources available within the communities we serve.

We appreciate the County's efforts through the Justice Advisory Council to seek solutions to community and youth violence through its focus on youth recidivism reduction. Thank you for the opportunity to continue to be a part of the solution.

Sincerely,



Richard J. Monocchio
Executive Director

7.2.2 EXECUTIVE SUMMARY

The goal in responding to this Request of Proposals (RFP) is to reduce recidivism of formerly incarcerated youth living in public/subsidized housing provided by the Housing Authority of Cook County (HACC) by creating an online high school - the HACC Virtual High School (HACC VHS). The HACC VHS will allow formerly incarcerated youth to earn their high diploma, access needed social support services and positively re-engage with their communities.

Approximately 15,000 17 – 21 year olds are released from the Cook County Justice System each year. These youth are often discharged back into low-income communities struggling with relatively high rates of crime, high unemployment, low performing schools and few available support services such as substance abuse treatment and counseling. Youth return to families struggling within this environment who have their own challenges with poverty, low levels of educational attainment, unemployment and domestic violence. Public safety is compromised when youth do not receive adequate re-entry support and they are at a greater risk to recidivate into criminal behavior.

Low academic achievement is a significant risk factor for re-arrest and recidivism. Dr. David Olsen, chair of the Department of Criminal Justice and Criminology at Loyola University, found that those released from Cook County Jail with a high school diploma have a recidivism rate that is almost 10 percent lower than those who do not. According to Dr. Olson's 2011 report for the Cook County Sheriff's Reentry Council, inmates in the Cook County Jail tend to have a high rate of recidivism and low levels of educational achievement. Based on Dr. Olson's analysis, 47% of inmates have not completed high school or earned a General Education Development (GED) certificate and 53% of inmates return to jail within 3 years.

The Cook County Sheriff's Office currently operates the High School Diploma Program (HSDP) for incarcerated youth age 17-21 in partnership with the Chicago Public Schools. In addition to taking classes, inmates participate in support programs at the Day Reporting Center, the pre-release center, boot camp or other detention setting. Ideally, upon release, an inmate will transition out of these programs and into other community based support programs. While reentry services do exist for inmates of the Cook County Justice System, they do not adequately address the needs of the target population addressed in this proposal. These programs are more focused on older adult inmates and, due to resource constraints, there is little in the way of progress monitoring or follow up. In addition, reentry resources are more focused on those available within the City of Chicago. Resources available within suburban Cook County are less plentiful and are often spread over a much larger geographical area. This makes it more difficult for youth to readily access needed services.

The HACC VHS will allow formerly incarcerated youth who are currently enrolled in the Sheriff's HSDP to continue their studies, maintain contact with positive adult mentors and access support services directly in their communities. In essence, the HACC VHS will extend the educational and support services youth are receiving while incarcerated to their home communities, making the transition back into the community as seamless and supportive as possible.

The HACC Virtual High School's primary and priority target population is formerly incarcerated youth living in HACC subsidized housing (Low Income Public Housing (LIPH) or the Housing Choice Voucher (HCV) program) in Ford Heights and Robbins, Illinois. The program will also be open to youth over 21 and/or those receiving housing assistance within an adjacent community, if space allows. The HACC provides housing assistance to over 3,500 families with family members between the ages of 17-21 in communities in southern Cook County. Compared to other areas within Cook County, this region experiences high rates of crime and poverty and is served by relatively few social and community support agencies.

Students will have the opportunity to continue their high school education online with the support a group of volunteer mentors and HACC resident services staff. Each student will receive supervision and assistance from their teachers with who they will communicate online and from mentors within the classroom. In addition, the HACC will retain the services of a professional teacher to provide extra assistance for students in need of additional or special education support. Students will have access to additional support services within their community, as needed, provided under the umbrella of the South Suburban United Way. The HACC VHS will also retain a clinical therapist to facilitate a group session once per week at each campus. The session will be open to all students and mentors and will be a forum for addressing individual challenges and celebrating successes.

The HACC Virtual High School will have two campuses, located within community centers in Ford Heights and Robbins. The Robbins location will be housed in the Robbins Community Help Agency, Inc. located at 13800 S. Trumbull Avenue, Robbins, Illinois. The Ford Heights campus will be housed in the Ford Heights Community Service Organization, located at 943 E. Lincoln Highway, Ford Heights, Illinois. Because the HACC VHS will be co-located in neighborhood community centers, students will also be able participate in recreational and leisure activities offered at each center. Each of these agencies will provide access to their fully equipped computer labs and technical support to the HACC VHS.

Research indicates that a youth reentry program is most effective when it includes 1) pre-release planning, 2) opportunities for education and/or employment, 3) services offered within the communities where youth live and 4) services to address the underlying issues that may have contributed to incarceration such as substance abuse, mental health issues, educational attainment, employment, family stability, etc. The HACC VHS incorporates these program components, while leveraging resources available within the communities we serve.

7.2.3 PROPOSED PLAN OF ACTION/PROGRAM PLAN

SECTION A: DEFINITION OF PROBLEM

Approximately 15,000 17 – 21 year olds are released from the Cook County Justice System each year. These youth are often discharged back into low-income communities struggling with relatively high rates of crime, high unemployment, low performing schools and few available support services such as substance abuse treatment and counseling. Youth return to families struggling within this environment who have their own challenges with poverty, low levels of educational attainment, unemployment and domestic violence. Public safety is compromised when youth do not receive adequate re-entry support and they are at a greater risk to recidivate into criminal behavior.

Low academic achievement is a significant risk factor for re-arrest and recidivism. Dr. David Olsen, chair of the Department of Criminal Justice and Criminology at Loyola University, found that those released from Cook County Jail with a high school diploma have a recidivism rate that is almost 10 percent lower than those who do not. According to Dr. Olson's 2011 report for the Cook County Sheriff's Reentry Council, inmates in the Cook County Jail tend to have a high rate of recidivism and low levels of educational achievement. Based on Dr. Olson's analysis, 47% of inmates have not completed high school or earned a General Education Development (GED) certificate and 53% of inmates return to jail within 3 years¹.

Evidence suggests a strong connection between school attendance/educational attainment and a reduction in delinquency and the risk to recidivate into criminal behavior. Despite this strong link, formerly incarcerated youth, often find it difficult to re-enroll in school upon reentry. Some schools erect obstacles to reenrollment for formerly incarcerated youth because these youth are seen as hard to manage and as a disciplinary problem. Reenrollment policies may also be impacted by the increasing pressure on schools to excel on standardized tests. Finally, some schools will not accept credits earned by a student while incarcerated.

The goal in responding to this Request of Proposals (RFP) is to reduce recidivism of formerly incarcerated youth living in housing provided by the Housing Authority of Cook County (HACC) by providing an online high school - the HACC Virtual High School (HACC VHS), which will allow them to earn their high diploma, access needed social support services and re-engage with their community. There are several factors that need to be addressed in order to increase the likelihood that these outcomes can be attained:

- 1) **Difficulty reenrolling in high school:** When students are released from incarceration many face significant obstacles to reenrollment. In this case, students may not have the necessary documentation or school district approval to enroll in an online school setting.
- 2) **Unstable environment outside of school:** Adequate re-entry support is essential to increase the likelihood of successful completion of high school *and* to reduce the risk of recidivism. The supports that work to keep youth in school are the same supports that lead to successful reentry. A significant body of research has focused on the essential components of a successful youth reentry program –educational and employment opportunities, case management, housing stability and

¹ Based on an analysis of data from the Cook County Jail (2007) of individuals released after they were convicted and sentenced to prison, probation or supervision or served their sentence at the Jail and were released.

healthcare/substance abuse treatment are a few key activities that play a role in reducing youth recidivism².

- 3) **Lack of supportive relationships:** Upon discharge from a therapeutic detention setting, inmates may lose many of their supportive relationships. Strong mentoring relationships are important for individuals who are returning to communities with the intention of making a successful transition back into the community. That is especially true for HACC youth who are often returning to families and communities without significant resources (both financial and social/emotional) to support successful reentry.

Perhaps not coincidentally, these are the same factors that impact the likelihood of successful reentry after an out of home placement. Youth returning home after incarceration face education, healthcare, housing and employment challenges. These challenges most likely led to a failure to attend school regularly and the delinquent and criminal behaviors that led to their incarceration in the first place. A youth reentry program is most effective when it includes 1) pre-release planning, 2) opportunities for education and/or employment, 3) services offered within the communities where youth live and 4) services to address the underlying issues that may have contributed to incarceration such as substance abuse, mental health issues, educational attainment, employment, family stability, etc.³

The Cook County Sheriff's Office currently operates the High School Diploma Program (HSDP) for incarcerated youth age 17-21 in partnership with the Chicago Public Schools. In addition to taking classes, inmates participate in support programs at the Day Reporting Center, the pre-release center, boot camp or other detention setting. Ideally, upon release, an inmate will transition out of these programs and into other community based support programs. While reentry services do exist for inmates of the Cook County Justice System, they do not adequately address the needs of the target population addressed in this proposal. These programs are more focused on older adult inmates and, due to resource constraints, there is little in the way of progress monitoring or follow up. In addition, reentry resources are more focused on those available within the City of Chicago. Resources available within suburban Cook County are less plentiful and are often spread over a much larger geographical area. This makes it more difficult for youth to readily access needed services.

The HACC VHS will allow formerly incarcerated youth who are currently enrolled in the Sheriff's HSDP to continue their studies, maintain contact with positive adult mentors and access support services directly in their communities. In essence, the HACC VHS will extend the educational and support services youth are receiving while incarcerated to their home communities, making the transition back into the community as seamless and supportive as possible.

SECTION B: DESCRIPTION OF THE TARGET POPULATION

² Nellis, Ashley (2009). "Back on Track: Supporting Youth Reentry from Out of Home Placement to the Community." Youth Reentry Taskforce of the Juvenile Justice and Delinquency Prevention Coalition

³ Nellis, Ashley (2009). "Back on Track: Supporting Youth Reentry from Out of Home Placement to the Community." Youth Reentry Taskforce of the Juvenile Justice and Delinquency Prevention Coalition

The HACC Virtual High School's primary and priority target population is formerly incarcerated youth living in HACC subsidized housing (Low Income Public Housing (LIPH) or the Housing Choice Voucher (HCV) program) in Ford Heights and Robbins, Illinois. The program will be open to youth up to the age of 22 and/or those receiving a voucher within an adjacent community, if space allows.

As discussed at length above, this population is at risk to recidivate back into criminal behavior due to low levels of educational attainment, mental health and substance abuse issues, family instability and poor community support systems.

The HACC owns and manages 289 units of conventional public housing and provides 171 rental subsidy vouchers in the communities of Ford Heights and Robbins, Illinois. All of the families served by HACC, either through LIPH or HCV program, have incomes below the federal poverty level. These suburban communities, located in southern Cook County, are also two of the most economically depressed areas in the Chicagoland region.

The population of Ford Heights is predominately African American (96%) and low-income. 43% of people living in Ford Heights have income below the federal poverty line and 46% of family households are headed by a single mother⁴. The HACC provides conventional low income public housing or rental vouchers to 54 families in Ford Heights. Seventy (70) of these households have family members between the ages of 17-22.

Like Ford Heights, the population of Robbins is predominately African American (95%) and low income. 54 % of people living in Robbins have income below the federal poverty line and 35% of family households are headed by a single mother⁵. The HACC provides conventional low income public housing or rental vouchers to 117 families in Robbins. Ninety-one (91) of these households have family members between the ages of 17-22. The unemployment rate across Cook County currently hovers around 10% and it is significantly higher in each of these communities.

The HACC also provides housing vouchers to well over 3,000 households with family members between the ages of 17-22 in southern Cook County communities adjacent to, and demographically comparable to, Ford Heights and Robbins.

SECTION C: PROGRAM PLAN AND IMPLEMENTATION SCHEDULE

The Housing Authority of Cook County will operate a virtual high school for formerly incarcerated youth living in HACC housing in Ford Heights and Robbins, Illinois. Students will have the opportunity to continue their high school education online with the support a group of volunteer mentors and HACC resident services staff. Each student will receive supervision and assistance from their teachers with who they will communicate online and from mentors within the classroom. In addition, the HACC will retain the services of a professional teacher to provide extra assistance for students in need of special education support. Students will have access to additional support services within their community, as needed, through referrals to local agencies. The HACC Virtual High School will have two campuses, located within community centers in Ford Heights and Robbins. The Robbins location will be housed in the

⁴ US Census Bureau 2008-2012 American Community Survey

⁵ US Census Bureau 2008-2012 American Community Survey

Robbins Community Help Agency, Inc. located at 13800 S. Trumbull Avenue, Robbins, Illinois. The Ford Heights campus will be housed in the Ford Heights Community Service Organization, located at 943 E. Lincoln Highway, Ford Heights, Illinois. Because the HACC VHS will be co-located in neighborhood community centers, students will also be able participate in recreational and leisure activities offered at each center. Each of these agencies will provide access to their fully equipped computer labs and technical support to the HACC VHS. Classes will meet in accordance with Illinois State Board of Education requirements.

Two (2) HACC Resident Service Coordinators (RSC) will be responsible for developing and monitoring an individualized education reentry plan for 50 individuals over the course of the grant period. The intervention will focus on youth aged 17-21 living in HACC housing (public housing or voucher) in Ford Heights and Robbins, Illinois. However, the program can serve those over age 21 and/or those receiving HACC housing assistance within an adjacent community, if space allows. While the priority focus is on youth aged 17-21 pursuing a high school diploma, courses will also be offered for those over 21 seeking a GED or pursuing college credit. The program will be managed by HACC's Director of Operations. The Director of Operations will oversee classroom scheduling, performance management, relationships with support agencies and manage other administrative tasks.

The Resident Service Coordinators will: 1) identify potential students, 2) coordinate enrollment in the HACC Virtual High School, 3) link students to appropriate wrap-around social services, 4) organize and coordinate a network of volunteer student mentors and 5) monitor student progress. The details of each of these tasks is provided below:

1) Client Identification

The Resident Service Coordinators will work with the Cook County detention staff, Sheriff's investigators and counselors to identify youth who are preparing to be discharged from the custody of the Cook County Justice System. Since the risk to recidivate is highest when inmates are first released, it is important to identify program participants early and prior to release. The HACC will recruit 50 individuals over the course of the grant period – up to five (5) new participants each month. In order to receive services under this proposal, an individual must meet the following requirements:

- ❖ Currently enrolled in the Sheriff's High School Diploma Program
- ❖ Reside in HACC low income public housing developments in Robbins or Ford Heights, Illinois – or live in a household receiving a rental subsidy from the HACC and living within these same or adjacent communities (priority for individuals from Ford Heights and Robbins)
- ❖ Priority for individuals 17-21 years old (those over 21 are eligible to participate)
- ❖ Must be under the supervision of the Adult Probation Department
- ❖ Expected discharge from incarceration within one month of enrollment in the HACC Youth Reentry Program

The first five (5) students that meet these criteria will be selected each month.

2) Virtual High School Enrollment

During the initial meeting with an individual selected to receive services, the HACC Resident Services Coordinator will complete an intake interview to assess the needs of the student, enroll and orient the student into the HACC Virtual High School and obtain any necessary documentation. All students aged 17 will be enrolled at the HACC Virtual High School – Robbins location, anyone 18 and older will be enrolled in the HACC Virtual High School that is closest to their place of residence.

Prior to beginning online course work, the RSC and the student will meet and coordinate with the applicable school district and school staff to determine the appropriate course work for diploma completion. By the time each student enrolled in the program is discharged from the custody of the Cook County Sheriff, he/she will be enrolled in, and oriented to, the virtual high school, will have a school district approved course curriculum and will be assigned a mentor.

3) Making linkages to appropriate social services:

In the current environment, many youth are referred to social service agencies as part of a discharge plan. While youth are referred for service there is little follow through and, for many, there may be barriers to accessing services such as lack of transportation, insurance, etc.

The Resident Services Coordinator will conduct an intake interview in the initial meeting with each participant and will make referrals to the appropriate agencies as necessary. The goal will be to provide any necessary support services within the community through a network of service providers under the umbrella of the South Suburban United Way. The Resident Service Coordinator will also facilitate each participant's enrollment in the appropriate health insurance program such as Medicare or CountyCare.

The HACC VHS will also retain a clinical therapist to facilitate a group session once per week at each campus. The session will be open to all students and mentors and will be a forum for addressing individual challenges and celebrating successes.

4) Organize and coordinate a network of volunteer student mentors

Supportive, mentoring relationships are important for individuals who are returning to communities that present barriers and challenges to successful reentry. Mentors who can directly relate to the challenges youth are facing upon reentry can help youth navigate through the reentry process, provide encouragement to continue with education and engage in more constructive leisure time activities.

The Resident Service Coordinators will coordinate the work of a network of volunteer mentors that will assist students with their school work and coach them to stay on course and utilize necessary social support services. Our Resident Services Coordinators also have significant experience working with youth, acting as positive role models and creating positive youth programming. They already serve as informal mentors to many young people living in HACC housing.

5) Monitor participant progress

When discharged from the custody of the Sheriff on probation, youth are frequently required to attend high school. Often, they do not comply which can result in re-arrest for violation of a probation order or because they are arrested for a new crime while not in school or otherwise engaged in constructive activities.

The HACC Virtual High School will provide a more convenient means to meet this requirement. Students can work at their own pace, complete course work more conveniently, within their communities, aided by supportive adults. The Resident Service Coordinators will monitor student attendance and course progress and provide updates to probation staff. Volunteer mentors will meet with each student regularly. The Resident Service Coordinators will also meet with students and their mentors to review progress, issues, and successes.

All high school courses offered will be approved by the State of Illinois and the applicable school district. Classes will include all core requirements (English, Mathematics, Sciences, Foreign Language), electives (Health, Driver's Education, Career Planning, Art and Music), and credit recovery courses. While the priority focus is on youth aged 17-21 pursuing a high school diploma, courses will also be offered for those over 21 seeking a GED or pursuing college credit.

The table below illustrates a generalized implementation plan for a single student. It describes the activities performed by the Resident Services Coordinator (RSC) during each week and the estimated time spent performing each activity. In the first four weeks of service, prior to the student's discharge, the RSC will meet with students to conduct an intake interview and assessment, determine necessary support services, meet with Cook County Sheriff staff to discuss the student's reentry and education plan, and meet with appropriate staff from the local school district to determine required course work. In the months following discharge, the RSC will communicate with the student, mentor and classroom staff to monitor progress.

Weekly Implementation Plan for Single Student			
Week	Activities	Time Allocation	Assigned To
#1	Intake and assessment with student	1 hour	RSC
#2	Reentry plan with Sheriff staff, student	1 hour	RSC
	Social service referrals	2 hours	RSC
#3	School district meeting	1 hour	RSC
#4	Student meeting prior to discharge	1 hour	RSC
#5 - #12	Meet with student "at school"	Daily	Mentor/Classroom Staff
	Meet with student "at school"	1/2 hour every month	RSC
	Communicate with mentor and classroom staff	1 hour every month *	RSC
	Communicate with support service providers	1 hour every month *	RSC
	Review online progress reports	1/2 hour every month	RSC, DOO

* Also available as needed as issues may arise outside of the monthly meeting

In the first two months of the grant period, it is expected that service hours will be lower as there are only five (5) and ten (10) students on the caseload, respectively. Each RSC will

ultimately maintain a caseload of 25 students and will spend 42 hours formally engaged with a student case over the grant period. The mentors will serve as the "first line of defense" for the students and students will work with their mentors on a daily basis. The RSCs are available to mentors and students as needed, as some students will require more intervention than others. The RSC will also engage students in recreational and leisure activities.

The Director of Operations will oversee the program and conduct regular staff meetings that will include RSCs, mentors and classroom staff. These meetings will be used to discuss logistical program issues, student progress and program performance. The Director of Operations will also be responsible for performance measurement including data collection, analysis and reporting.

SECTION D: EXPECTED OUTCOMES

The goal of the HACC Virtual High School is to reduce the rate of recidivism among youth aged 17-21 living in HACC housing. In addition to tracking arrest and incarceration data, the HACC Director of Operations will spend time performing data collection and analysis of intake surveys, student academic performance, attendance, student self-reported data/surveys, mentor meetings and progress data from service providers. This is an essential component of the project for two reasons. First it will enable HACC to determine program effectiveness as it relates to recidivism, academic performance and participation in support services. Second, it will allow HACC to perform internal quality improvement during the grant period.

The quarterly reports will contain summary data including the number of students enrolled, student attendance and utilization of support services, program challenges and accomplishments. The final report will contain a full analysis of program effectiveness.

Outcome measurements and the respective data sources are summarized in the table below.

Data Collection and Data Sources	
Measurement	Source
Attendance	HACC VHS
Grade Point Average	HACC VHS
Graduation	HACC VHS, Local School District
Student Developmental Growth	Student Survey
New Arrests	Self-Reported, Probation Officer
Incarceration	Self-Reported, Probation Officer
Utilization of Support Service	Agency Data
Goals Met	Self-Reported, Mentor Reported
Recidivism Rate for VHS vs Non VHS	HACC VHS, CC Sheriff Data

SECTION E: PLANNING & PREPARATION ACTIVITIES

The HACC VHS program will be operated out of HACC's Resident Services Division. This division is responsible for providing assistance to the residents of more than 2,000 units of housing for families, seniors and disabled adults. As such, the infrastructure to support the program already exists within the Housing Authority. Residents are routinely assessed and referred to partner social support agencies for assistance. Our resident services staff maintains close working relationships with the property managers of each of our developments and many of our residents.

The table below outlines the major tasks that the HACC will completed in preparation for program execution.

TASK	SUB TASK
I. Referral and Intake Process	HACC/Sheriff Meetings
	HACC/SSUW Meetings
	Develop necessary forms & referral process
II. Set up Virtual High School	Coordinate with impacted school districts to develop a list of appropriate courses and a list of courses acceptable for credit
	Coordinate with impacted school districts regarding attendance, credit and diploma requirements
	Determine roles and responsibilities for school district staff, HACC staff, mentors
	Purchase school "seats"
	Finalize logistics at computer labs/community centers
	Develop access procedures for students
	Access for HACC staff, reporting function, attendance, etc.
	Develop orientation materials for students
	Develop Community College resources, partnerships. Etc.
	III. Program Mentors
Develop orientation and training materials for mentors	
Orientation and training for mentors	
IV. Classroom Support	Identify teacher(s) to provide in-person student assistance
	Identify clinical staff to facilitate support group

7.2.4 QUALIFICATIONS OF PROPOSER

The Housing Authority of Cook County, also known as the HACC, is the second largest public housing authority in Illinois. The HACC is a municipal corporation established in 1946 to serve 108 communities, as well as unincorporated areas in suburban Cook County. The HACC's conventional public housing program consists of over 2,100 owned units of low-income housing serving families, the elderly and the disabled. The Rent Assistance Division services over 13,000 families, senior citizens, and persons with disabilities. Other programs such as the Mobility Assistance Program, the Family Self-Sufficiency Program, and the Home Ownership Program are designed to make a positive difference and help participants achieve independence.

In July, 2011, Mr. Richard Monocchio was appointed Executive Director of the HACC, bringing much needed change to the agency. A complete review of agency operations was completed and it was clear that the agency was in need of serious reform. The leadership team discovered that almost ten percent of the public-housing units owned by the HACC had stood empty for more than two years. After an aggressive round of rehab, more than 200 units have been put back in use. The \$4 million it took to get the units back into shape all came from capital funds that the previous administration had left unspent while the apartments decayed. Overhauling the agency has included the appointment of several new board members, the rehab of at least another 150 units when they turned over between renters, and an intense cleanup of the housing voucher program that has put about 1,000 previously unused vouchers in the hands of qualified low-income renters.

The overhaul of the HACC also required significant change and improvement to resident services for those living in traditional public housing. The Agency had largely failed to connect residents to services within the community, neglected relationships with services providers and did not have the capacity to develop and implement a program that would support residents on a path to self-sufficiency. Since that time, the entire division was reorganized and the HACC has developed strong relationships with social service providers within the communities we serve.

The core of the resident services team is our Resident Services Coordinators. This group of highly dedicated professionals is responsible for ensuring that our residents are aware of support programs available in the network of social service agencies throughout Cook County, linking residents to these services and organizing and conducting programs for youth and families. Through their work, they have become informal mentors and positive role models for the youth engaged in these activities. The two Resident Services Coordinators who will be working on this program – Greg Raggs and Rodney Davis, have extensive experience working with at-risk youth. Their experience is outlined in their resumes which are provided under the section entitled Key Personnel.

The HACC also provides close linkages and strong working relationships with an array of social service providers throughout Cook County and specifically in the southern areas of the County. Participants in the HACC Virtual High School will have access to the services provided under the umbrella of the South Suburban United Way. This is an agency with a strong track record of quality service and community engagement. HACC VHS students will also have access to programs and service provided by the agencies housing our two campuses.

The Robbins Community Help Agency, Inc. (RCHA), located in Robbins, Illinois, is dedicated to serving the health, wellness, educational and social needs of the Robbins Community. RCHA's exists to enrich the community's physical, emotional, and spiritual health

through sports, recreation and community engagement. The RCHA has served the Robbins community for more than 15 years.

The Ford Heights Community Service Organization (FHCSO), located in Ford Heights, Illinois, was established in 1968 to improve the quality of life for the underprivileged and to assist others in a time of crisis. The agency emphasizes emergency, supportive and educational services to individuals and families and it maintains strong, collaborative relationships with a number of area providers. Additional information on each of these agencies is provided in this section following our references.

References:

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**Angelia F. Smith
Executive Director
Telephone Direct - (708) 758-8142**

The Ford Heights Community Service Organization (FHCSO) has provided services to its residents and those in surrounding communities since 1968.

FHCSO's core mission is to "improve the quality of life for the underprivileged and to assist others in a time of crisis", emphasizing emergency, supportive and educational services to individuals and families until they stabilize. While maintaining strong, collaborative relationships with a number of area providers, FHCSO practices a "one-stop" approach to service delivery.

The Ford Heights Community Service Organization, Inc.
943 East Lincoln Highway
Ford Heights, Illinois 60411

Tel: (708) 758-2565 ~ Fax: (708) 758-8171

Angelia F. Smith, Executive Director

Samuel Lawrence, Board President

Shortly after the death of Dr. Martin Luther King in 1968, the Ford Heights Community Service Organization (FHCSO) (formerly East Chicago Heights Community Service Center) was established as a not-for-profit to serve as the fund-raising arm for the Village of Ford Heights (formerly East Chicago Heights) to raise \$169,000 as a match for a \$389,000 grant from HUD. The purpose of the grant was to construct a community facility to develop, implement and maintain social and human services for underprivileged families and individuals of the Village. U.S. Senator Percy kicked off the official fund raising effort on behalf of the community center effort.

The level of community involvement in the Southland is one in which we take great pride, as area residents, non-residents, religious institutions, and children with pennies along side industrial and corporate executives, labor organizations, educational facilities, local social and entertainment groups, regional state and federal public officials, haves and have nots, and all ethnicity groups assisted in the fund raising effort to secure the required match. .

The agency received tax-exempt designation as a 501 © (3) institution by the Internal Revenue services and operated under the laws of the State of Illinois. During its forty-six (46) year history, the agency has provided service to thousands of underprivileged individuals and families in crisis.

FHCSO's community-based board represents a broad cross-section of representatives: the clergy, youth and education representatives, community at large, elected public officials and business/industry. The agency has demonstrated its ability to implement and sustain programs and services for its client bases. Over the years, the agency's programming has been revisited to meet the needs of those it serves as well as to provide not duplicative services based on other not for profits within close proximity, particularly juvenile services.

We are proud to share the historical review of many of the programs and services that have been offered and administered by Ford Heights Community Service Organization since its inception:

1968: Outreach and community awareness programs, established senior citizens support services, youth development—expanding preschool service, recreational and athletic, in addition teenage services to include self-esteem, tutoring, and hygiene.

1970s & 1980s: Hands on vocational training programs (auto mechanics and keypunch training coordinated through the Division of Vocational Rehabilitation), strong economic development programs that trained and employed local residents (2 service stations, a transportation company, and a cooperative food store) operation of health care facility (medical, dental, pharmacy) and expanded athletic and recreational services for youth. The agency also provided hands on training of local residents in the maintenance and repair of housing using working models of doors, sockets, windows, walls, cabinets, sinks, toilets and faucets which were brought to the site by truck. Upon successful completion of the written portion and hands on portion of the program, participants received certification from Chicago City Colleges. Many of the formerly unskilled participants were able to secure stable employment or started entrepreneurial businesses.

1990s: The primary focus during this time was housing. The agency renovated vacant single family housing units secured from HUD for \$1/year. Loans were obtained to renovate the units and make them available at a nominal rent to low families at risk of homelessness. Families were assisted in becoming self-sufficient through job training and/or referrals, while providing supplemental food service and clothing in order for adult family members to escrow a portion of their income to qualify to purchase the unit after 2 years of support. The 23 single family units were located in Chicago Heights, Ford Heights, Sauk Village, Matteson, Dolton, Hazel Crest, University Park, Country Club Hills, South Holland, and Riverdale FHCSO also managed a 60 day transition housing complex for homeless families. Many of the original homeowners still reside in these units.

In addition to the core network of emergency and supportive services (rent/mortgage, utilities service, food pantry, short term shelter), new services introduced

during this period were Senior Citizens Homemaker Services, Life Skills Development which includes Self Sufficiency Counseling, Substance Abuse/Alcohol Outreach & Referral Services, Weekly Soup Kitchen, Rent/Mortgage assistance, Utilities, Case Management, Crisis Intervention, in addition to Vocational Training and Referrals.

2001-present: FHCSO moved into its newly constructed facility with funding from the Cook County CDBG program. The agency's current services are related to anti-hunger initiatives, homeless prevention, self-sufficiency training and crisis intervention (including utility and rent assistance). The agency has offered basic introduction to computers and related software applications; violent crime victims assistance; support services for single mothers and ex-offenders. The agency also served as the site for 3 nine week training programs to license home day care providers.

The agency continues to offer a network of emergency, case management and supportive services through the CDBG program, and the Emergency Services Grant. In addition, for the past 10 years, FHCSO has administered Violent Crime Victims Assistance service with funding from the IL Attorney General's Office. The agency is also a volunteer operating unit of Salvation Army.

With its Access to Recovery (ATR) program funded by the Department of Human Services, the agency provides a multitude of services to ex-offenders to promote their successful re-entry into the community. Services include vocational, job readiness and life skills training; recovery support, spiritual counseling and transportation to program related activities. FHCSO believes that everyone has the capacity to become an active and useful member of society and their community if given the opportunity and support.

FHCSO's partnership with the Illinois Brotherhood of Electrical Workers (I.B.E.W.) Local 134; provided the opportunity to prepare individuals for successful entry in into the electrical apprenticeship program. In August 2008, FHCSO recruited more than 50 individuals who participated in an eight (8) session training session to prepare them for the electrical apprenticeship test for the construction and residential electrical vocation. Of the 40 completers, 35% successfully passed the electrical apprenticeship test providing the opportunity to become gainfully employed apprentices.

On behalf of low, very low and moderate income families in South Cook County, the agency applied for and was granted the designation of Community Housing Development Organization (CHDO) by Cook County. FHCSO has begun the process to secure funds for affordable Senior Citizen housing and mortgage counseling in its service areas. FHCSO is currently securing partners to begin the development of a seventy seven (77) unit senior housing complex which will provide additional opportunities for training and employment for the men and women of South Suburban Cook County.

FHCSO was successful in its efforts to secure Neighborhood Stabilization Program Funds (NSP) for the construction of a 5,000 square foot expansion to its current location. The project was completed and agency relocated many of its services into the new wing of the agency in February 2013. The new facilities include a twelve station computer lab, four private case management offices, a multipurpose room with the capacity to seat more than 75 people. The expansion also includes a state of the art commercial kitchen which has enhanced and expanded the agency's anti-hunger initiatives inclusive of congregate meals, emergency food pantry and a comprehensive senior citizen nutrition program.

The agency currently services as the lead agency for The HUB referral network which links individuals and families with services they are in need of many of which the agency is currently able to offer.

FHCSO is completing its application for approval as a certified housing counseling agency. Staff has certifications and the agency has provided counseling services for more than six years.

The Ford Heights Community Service Organization remains committed to making a difference in the lives of the many clients it serves in the Southland as well as to the community at large.



Agency Funders Include:

Age Options
Chicago Community Trust
Cook County Bureau of Economic Development
United Way
Retirement Research Foundation
South Suburban Women's League
Illinois Department of Human Service

Agency Program Partners Include:

Aunt Martha's
Respond Now
South Suburban PADS
Together We Cope

Agency Memberships Include:

Alliance to End Homelessness – Board Member
Housing Action Illinois
South Suburban Homeless Council
South Suburban Hunger Network
Southland Leadership Council – Executive Committee Member
Supportive Housing Providers

Ford Heights CSO – Board Of Directors

Officers:

Samuel Lawrence	~	President
Ruth Rush	~	Vice President
Wilma Wilson	~	Secretary
Rev. Joe Little	~	Treasurer

Members:

Helen Brinson
Charles Davis
Laura Griffin
Cornell Hudson
Karl Schultz
George Vaughn
Theresa Yauger

Robbins Community Help Agency, Inc.

Name: Robbins Community Help Agency, Inc., is incorporated under the General Not for Profit Corporation Laws of the State of Illinois on February 9, 1999.

Mission One: Robbins Community Help Agency, Inc. (RCHA) organization is exclusively for charitable, educational, or scientific purposes of fostering residential, institutional, commercial, and industrial pride in the Village of Robbins Illinois for the benefit of all its residents regardless of their nationality, race, creed, color, national origin, marital status, gender, sexual orientation or disability for the general good of the entire South Suburban Cook County community.

Objectives

1. To provide a unity base for the community's institutions in promoting programs of community enhancement
2. To provide a clearing house to direct the collective talents and resources of institutions into positive programs for the community good
3. To obtain substantial input for the implementation of the organization objectives and programs from the community groups who are among the many significant assets of our community

Mission Two: Robbins Community Help Agency Inc.'s purpose statement for the Robbins Community Center

Dedicated to serving the health, wellness, educational, recreational and social needs of the Robbins Community and the surrounding areas, RCHA's presence in the Robbins Community Center exists to enrich our community's physical, emotional, and spiritual health through sports, recreation and community love. The purpose of the Robbins Community Center is to enhance the quality of life of Robbins area residents and their families, by actively promoting participation in all aspects of the community.

The Community Center staff and volunteers works to provide equal access to the social, recreational, health and educational needs of Robbins area residents, young or old. Robbins Community Center will be a focal point for services, information, activities that promote independence and increase inclusion in community for area children, adults and seniors of all ages. Programs that are offered promote active lifestyles, while allowing participants to use their skills and develop their potential to become engaged in the community.

The Robbins Community Center also provides public meeting rooms and activity space for organized community groups, and non-profit groups in Robbins and the surrounding areas. These groups may utilize the Robbins Community Center when it is not in use for Robbins Community Help Agency, Inc. programs.

Robbins Community Help Agency, Inc. will continue to collaborate or partner with entities to bring much-needed services, programs and opportunities for youth, seniors, residents, friends, and visitors from surrounding communities.

Robbins Community Help Agency, Inc. has collaborated with these organizations:

- | | |
|--|---------------------------------------|
| Moraine Valley College Work Investment Act (W.I.A.) | Mrs. Spearmon Community Breakfast |
| Age Options (Senior Employment) | Robbins Alumni Association |
| YMCA of Metropolitan Chicago | American Red Cross |
| CEDA: Southeast | Catholic Charities |
| Bremen Youth Services | United Way - South Southwest Suburban |
| Robbins Park District | First Midwest Bank |
| William Lenard Public Library District | Access to Care Health |
| Robbins Eagles | Village of Robbins |
| Nathan Hale Primary & Intermediate School District 130 | Gerard Builders |
| Posen/Robbins School District 143.5 | Robbins Historical Society & Museum |
| New Friendship Missionary Baptist Church | William Mansker, Attorney at Law |
| High School District 218 | Local Area Network (LAN 53) |
| Bethel AME Church | Housing Authority of Cook County |
| Forest Preserve District of Cook County | Great Lakes Bank |

Board of Directors

Officers

Ronald Spearmon, President
Money Wilson, Jr. Vice President
Kay Randle, Secretary
Rebecca Fuller, Treasurer

Directors

Melvin Bruton
Henry L. Ellis III

Advisors

Palma James
Betty Thomas

Robbins Community Help Agency, Inc.

13800 Trumbull Ave.

Robbins, IL 60472

Phone: 708-239-0044

Fax: 708-371-4708

Email: info@rcha4u.org

Web: www.rcha4u.org

Robbins Community Help Agency, Inc., incorporated under the General Not for Profit Corporation Laws of the State of Illinois on February 9, 1999. All donations are Tax deductible.

7.2.5 KEY PERSONNEL

Two (2) Housing Authority of Cook County (HACC) Resident Service Coordinators (RSC), Mr. Greg Raggs and Mr. Rodney Davis, will be responsible for developing and monitoring an individualized education reentry plan for 50 individuals over the course of the grant period. The Resident Service Coordinators will: 1) identify potential students, 2) coordinate enrollment in the HACC Virtual High School, 3) link students to appropriate wrap-around social services, 4) organize and coordinate a network of volunteer student mentors and 5) monitor student progress.

The Resident Service Coordinators will coordinate the work of a network of volunteer mentors that will assist students with their school work and coach them to stay on course and utilize necessary social support services. Our Resident Services Coordinators also have significant experience working with youth, acting as positive role models and creating positive youth programming. They already serve as informal mentors to many young people living in HACC housing.

In the first two months of the grant period, it is expected that service hours will be lower as there are only five (5) and ten (10) students on the caseload, respectively. Each RSC will ultimately maintain a caseload of 25 students and will spend 42 hours formally engaged with a student case over the grant period. Student mentors will serve as the "first line of defense" for the students and students will work with their mentors on a daily basis. The RSCs are available to mentors and students as needed, as some students will require more intervention than others. The RSC will also engage students in recreational and leisure activities.

HACC's Director of Operations, Ms. Maria Lotho, will oversee the program and conduct regular staff meetings that will include RSCs, mentors and classroom staff. These meetings will be used to discuss logistical program issues, student progress and program performance. The Director of Operations will also be responsible for performance measurement including data collection, analysis and reporting. Ms. Lotho reports directly to the Executive Director, Mr. Richard Monocchio. Mr. Monocchio is a hands-on leader who will provide leadership, guidance and support to the project.

While HACC staff have other duties, their work is already focused on providing support and service to our residents. The work related to the HACC VHS can be incorporated into their responsibilities because we can leverage our staff resources across the organization as needed. The program will also be supplemented by interns who will provide assistance with administrative tasks and performance monitoring. A detailed explanation of staffing and service hours is included in the proposal. The resumes of each staff member are attached.

Rodney Davis

1032D Bellwood Ave
Bellwood, IL 60104
773-680-0872
Rodneydavis82@gmail.com

Objective

A challenging position in a well established organization, which allows my unique skill set of relating to and fostering the needs of children and families to flourish.

Summary of Achievements

- St. Agatha Family Empowerment Board Member 09/07 – Present
- Spirit of Hephzibah Award 11/05
- University of Illinois Minority Student Affairs Academic Excellence Scholastic Award 04/03
- Bishop Dempsey Man of the Year Award 10/00

Experience

Proviso Leyden Council for Community Action Inc, Maywood, IL 11/10 - Current

Director of Children Youth and Family Services

- Manage all youth oriented programs and the staff that deliver the programming. Write and manage grants and budgets that fund the youth programs.

Hephzibah Children Association, Oak Park, IL 06/04 – 08/09

Kindergarten Coordinator

- Created thematic curriculum for kindergarten program. Headed initiatives to discern the academic gap that occurred between children from kindergarten to third grade.

Urbana School District- Yankee Ridge, Urbana, IL 08/01 – 05/04

Childcare Associate

- Promoted and developed the academic and social skills of children ages 5-12

Chicago Public Schools – Daniel Webster, Chicago, IL 06/99 – 08/02

Teacher Assistant, CPS Summer Bridge Program

- Assist with the preparation of underachieving eighth graders for the retesting of the Iowa Test of Basic Skills

Education

University of Illinois, Urbana, IL
B.S., Psychology, May 2004

Gregory P. Raggs
5527 West Iowa
Chicago, Illinois 60651
(773) 733-2817
Dangeloraggs@yahoo.com

OBJECTIVE:

A challenging employment opportunity in a professional field utilizing technical skills, and management capabilities to meet organizational requirements in a fast-paced environment.

QUALIFICATIONS:

- * Meticulous attention to detail and reliable performance
- * Ability to analyze requirements and apply appropriate remedy for best results
- * Self-starter with competence in the management of multiple tasks
- * Proven record of success in customer service and quality assurance

EDUCATION:

2007 - 2009 Northwestern University, Chicago, IL - Criminal Justice
1997 - 1998 Cornerstone Correspondence School, Townsend, GA - High School Diploma
1994 - 1997 Austin Academy High School, Chicago, IL - Business/Music

WORK EXPERIENCE:

05/2008 - Present Mid-Austin Steering Committee, Chicago, IL

Juvenile Justice Diversion Program

- * Mentor and redirect young boys and girls within the court system
- * Develop recreation, sex education, and anger management programs
- * Coordinate sport activities and mentoring curriculums

10/2006 - Present Gamma Ray, Inc., Chicago, IL

President/CEO

- * Provide fellowship, educate the youth, provide help to the community
- * Create house openings, tend to the elderly
- * Provide community development

09/2004 - 10/2006 Schweig & Associates, Chicago, IL

Supervisor

- * Supervised 10 employees
- * Resolved difficult matters for the mutual benefits of customers and business interests ,
- * Provided an oversight of daily duties of employees

References available upon request

Maria Rita G. Lotho
5737 South Tripp Avenue
Chicago, Illinois 60629-4846
maria_lotho@yahoo.com
(773) 450-9007 – Mobile

EXPERIENCE

City of Chicago – Department of Housing and Economic Development

2011 to Present

Director of Office Operations (retained position after department merger)

- Assist in the preparation of annual budget for administrative and office operations accounts; encumber funds and manage expenditures connected with the administrative activities of the department, including asset areas such as the physical space and workspace build-outs, and collateral inventories such as general office and paper supplies, business materials, office equipment, etc.
- Responsible for space allocation for new, temporary or volunteer staff, including relocation of reassigned or transferred staff
- Collaborated with HR and IT units to ensure department policies and procedures are adhered to
- Manage daily operational and administrative needs of department staff such as telephone units and services, vehicle usage, and department materials such as letterhead, business cards, etc.

East Bank Club

2000 to 2011

Front Desk Reception (Part-time)

- Greeted the general public, and granted entry to valid members and approved guests
- Provided customer service and information for all inquiries and requested assistance
- Processed cash payments and account charges for incurred fees
- Recorded membership charges and generated shift close-out reports for all transactions

City of Chicago – Department of Community Development

2009 to 2010

Director of Office Operations (acting title after department merger)

- Assisted in the space allocation and relocation of 200+ staff from six different sites to two permanent locations
- Streamlined operational department services for improved efficiency and cost controls
- Established changes in staff training to maximize efficiency and professional interaction with colleagues
- Responsible for procuring and maintaining department materials and supply such as paper products, office supplies and furniture, and responsible for building service needs
- Liaison to other City departments regarding office services and to vendors regarding accounting matters
- Created rotational schedule for continuous coverage of department's reception desk; provided basic guidelines to ensure inquiries by the general public are addressed in a courteous manner and/or directed appropriately

City of Chicago – Department of Housing

2000 to 2008

Projects Administrator

- Managed relocation of entire department consisting of approximately 150 staff to a new facility, including:
 - Coordination with architects and executive management to review/ approve space and office build-outs
 - Ensured proper spatial dimensions for safety and code requirements
 - Ensured accommodations for special needs
 - Managed telecommunications set-ups, furniture and machinery delivery and IT install schedules
 - Oversight of punch list items
- Responsible for facilities management as it pertains to security measures, personnel authorization, building safety compliance, etc.
- Knowledgeable with City systems of FMPS, CSR and Kronos
- Coordinator for Department's record management
- Supervise and manage six clerical, administrative and technical staff engaged in administrative and/or fiscal functions
- Travel coordinator for senior operational staff

EDUCATION

Bachelors of Professional Studies, 2010
Organizational Leadership Major
Roosevelt University, Chicago

Richard J. Monocchio – Biography

Richard J. Monocchio has been in public service for nearly 25 years. He worked for U.S. Representative George E. Sangmeister, and the U.S. Department of Housing and Urban Development in the administration of President Bill Clinton. Additionally, he served in several capacities for former Chicago Mayor Richard M. Daley and the City of Chicago, including Building Commissioner, Aviation Chief of Staff, and First Deputy Housing Commissioner.

In 2011, Richard was appointed the Executive Director of the Housing Authority of Cook County (HACC), which is the second largest housing authority in the state of Illinois. Since his appointment, he has spearheaded multi-million dollar renovations of the authority's housing developments, which has led to over 300 rehabilitated units and housed close to 1,000 new families in the voucher program. Just recently, the housing authority was awarded tax credits from IHDA to renovate two housing communities in Evanston, Illinois.

Housing Authority of Cook County – Virtual High School

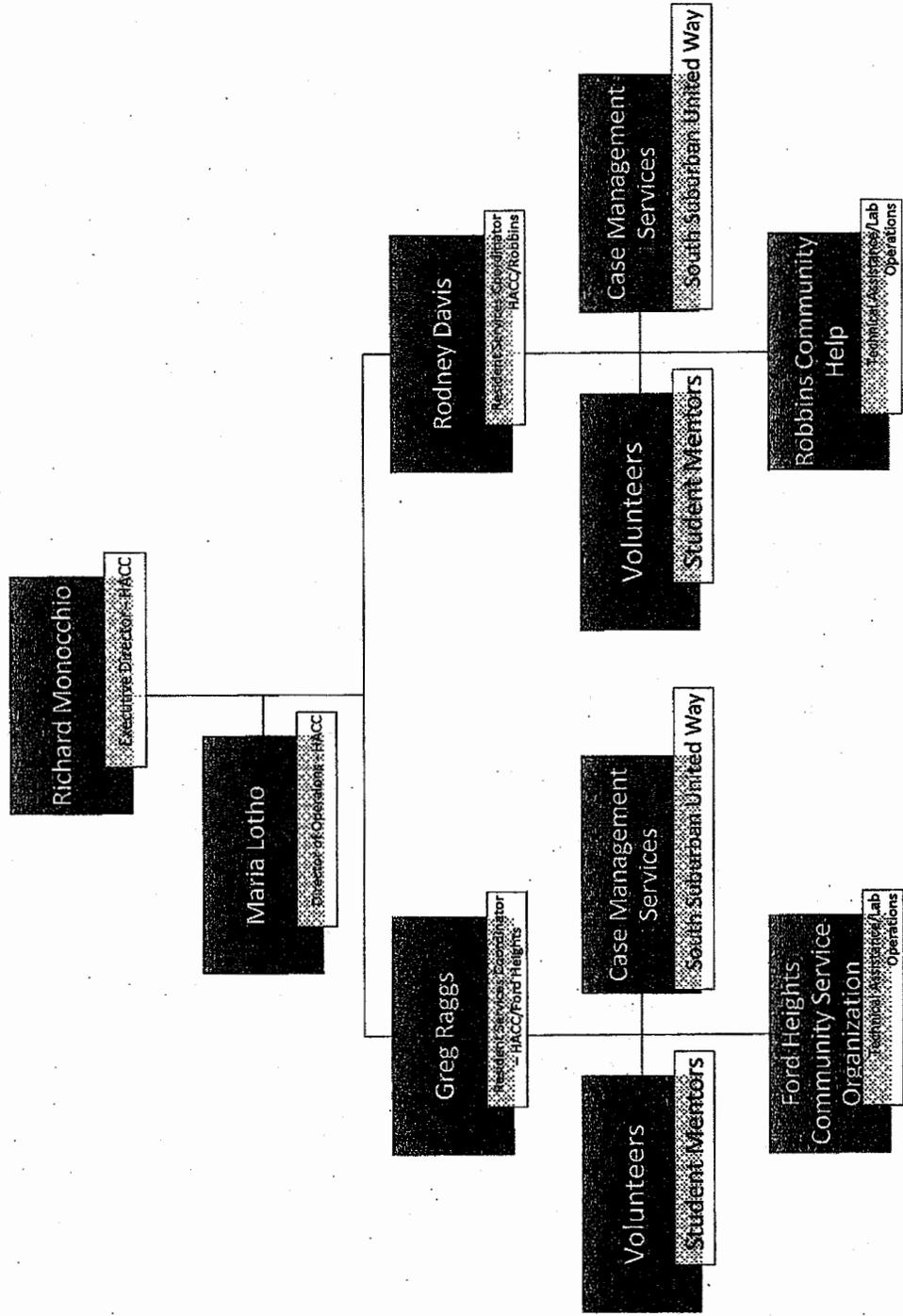


EXHIBIT 2

Schedule of Compensation

7.2.3 PROPOSED PLAN OF ACTION/PROGRAM PLAN - SECTION F – BUDGET

BUDGET		
COSTS	COMPUTATION	TOTAL COST
I. PERSONNEL COSTS		
PROFESSIONAL STAFF		
TEACHER (\$35/HOUR/6 HOURS/WEEK FOR 48 WEEKS)	\$35 x 288 Hours X 2 locations	\$20,160
THERAPIST (\$30/HOUR)	\$30 x 100 Hours X 2 locations	\$6,000
RESIDENT SERVICES COORDINATOR	(HACC PAID)	\$0
SUPPORT STAFF		
INTERNS (2 - 12 week internships at \$10/ Hour)	2 x 20 Hours/week X 12 weeks	\$4,800
TOTAL PERSONNEL COSTS		\$30,960
II. FRINGE BENEFITS		
PROFESSIONAL STAFF	N/A Contract Staff	\$0
RESIDENT SERVICES COORDINATOR	(HACC PAID)	\$0
TOTAL FRINGE BENEFITS		\$0
III. TRAVEL		
STAFF MILEAGE	1000 MILES x \$.56	\$560
PARTICIPANT TRANSPORTATION	PUBLIC TRANSPORTATION	\$1,000
TOTAL TRANSPORTATION COSTS		\$1,560
IV. SUPPLIES		
CLASSROOM SUPPLIES - STUDENTS/MENTORS/TEACHERS		\$3,000
TOTAL SUPPLY COSTS		\$3,000
V. OTHER COSTS		
ONLINE INSTRUCTION	\$10,000 PER 10 BLOCKS OF 10 REUSEABLE SEATS X 4	\$40,000
COMPUTER LAB SPACE FEE	\$30/STUDENT/MONTH X 12 MONTHS	\$18,000
MISC STUDENT FEES (TRANSCRIPTS, GED EXAM, ETC)		\$2,000
STUDENT FIELD TRIPS, EXTRA ACTIVITIES, GRADUATION		\$4,480
TOTAL OTHER COSTS		\$64,480
TOTAL COSTS		\$100,000

BUDGET SUMMARY

TOTAL PERSONNEL COSTS	\$30,960
TOTAL FRINGE BENEFITS	\$0
TOTAL TRANSPORTATION COSTS	\$1,560
TOTAL SUPPLY COSTS	\$3,000
TOTAL OTHER COSTS	\$64,480
TOTAL COSTS	\$100,000

EXHIBIT 3

Evidence of Insurance

CERTIFICATE OF COVERAGE

Issue Date: 01/1/2014

COVERAGE PROVIDED BY:

AHRMA
P.O. Box 230
Rantoul, IL 61866



THIS CERTIFICATE IS ISSUED FOR INFORMATION PURPOSES ONLY AND CONFERS NO RIGHTS OR COVERAGE UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, ALTER OR EXTEND THE COVERAGE AFFORDED UNDER THE MEMBER'S COVERAGE AGREEMENT(S) OR COVERAGE DOCUMENT(S).

Covered Member

Housing Authority of the County of Cook
175 W. Jackson Ave., Suite 350
Chicago, Illinois 60604

ADDITIONAL INSURED:

ADDITIONAL INSURED:

ADDITIONAL INSURED:

COVERAGES: THIS IS TO CERTIFY THAT THE TYPES OF COVERAGE LISTED BELOW HAVE BEEN ISSUED TO THE MEMBER NAMED ABOVE FOR THE TIME PERIOD INDICATED. THE TYPES OF COVERAGE LISTED BELOW ARE SUBJECT TO ALL TERMS, EXCLUSIONS, AND CONDITIONS CONTAINED IN THE MEMBER'S COVERAGE AGREEMENT(S) AND COVERAGE DOCUMENT(S).

TYPE OF COVERAGE	AGREEMENT #	EFF. DATE	EXP. DATE	LIMIT
Property <input checked="" type="checkbox"/> Earthquake <input checked="" type="checkbox"/> Flood - Outside Zones A And V <input checked="" type="checkbox"/> Flood - Zones A And V	AHR1986040101	1/1/2014	1/1/2015	\$25 Million Per Occurrence \$250,000 Per Occurrence And Annual Aggregate \$4 Million Per Occurrence And Annual Aggregate \$250,000 Per Occurrence And \$2.5 Million Annual Aggregate
Business Income and Extra Expense	AHR1986040101	1/1/2014	1/1/2015	\$1 Million Per Occurrence
General Liability <input checked="" type="checkbox"/> Commercial General Liability Claims Made <input checked="" type="checkbox"/> Occurrence <input checked="" type="checkbox"/> Personal And Advertising Injury <input checked="" type="checkbox"/> Products And Completed Operations <input checked="" type="checkbox"/> Hired Autos <input checked="" type="checkbox"/> Non-Owned Autos	AHR1986040101	1/1/2014	1/1/2015	\$5,000,000 Per Occurrence \$5,000,000 Annual Aggregate
Public Officials Liability <input checked="" type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence	AHR1986040101	1/1/2014	1/1/2015	\$5,000,000 Per Claim \$5,000,000 Annual Aggregate
Workers' Compensation and Employers Liability	AHR1986040101	1/1/2014	1/1/2015	Workers' Comp: Statutory Employers Liability: \$2 Million Each Accident; \$2 Million Disease Each Employee; \$2 Million Disease Aggregate Limit
Automobile Liability <input checked="" type="checkbox"/> All Owned Autos	AHR1986040101	1/1/2014	1/1/2015	\$5,000,000 Combined Single Limit
Excess Liability <input type="checkbox"/> Umbrella Form <input type="checkbox"/> Other Than Umbrella Form				

Description of Operations / Locations / Vehicles / Restrictions / Special Items

Certificate Holder is additional insured for general liability coverage as indicated in accompanying endorsement.

Certificate Holder

175 Jackson LLC
175 W. Jackson Blvd.
Suite 2250
Chicago, Illinois 60604

Authorized Representative:

CANCELLATION: AHRMA WILL ENDEAVOR TO NOTIFY THE CERTIFICATE HOLDER BY MAIL THIRTY (30) DAYS PRIOR TO THE CANCELLATION OF ANY TYPE OF COVERAGE LISTED ABOVE IF COVERAGE IS CANCELLED BEFORE THE EXPIRATION DATE INDICATED ABOVE. HOWEVER, NEITHER AHRMA NOR ITS AGENTS OR REPRESENTATIVES SHALL BE LEGALLY OBLIGATED IN ANY WAY TO PROVIDE SUCH NOTICE OF CANCELLATION TO THE CERTIFICATE HOLDER NAMED IN THIS CERTIFICATE NOR WILL THEY BE LIABLE FOR ANY CONSEQUENCES OF FAILURE TO PROVIDE ANY NOTICE OF CANCELLATION TO THE CERTIFICATE HOLDER.

Assisted Housing Risk Management Association

(AHRMA)

Declarations



Member Name and Address:

Housing Authority of the County of Cook

175 W. Jackson Ave., Suite 350

Chicago, Illinois 60604

Policy Number: AHR1986040101

Agreement Period: From 01/01/2014 to 01/01/2015 12:01 A.M. Standard Time at the address shown above.

In return for the payment of the contribution and subject to all the terms of this Agreement, AHRMA agrees with the Member to provide the coverages stated in this Agreement.

COVERAGES AND LIMITS ARE SUBJECT TO THE CONTINUATION OF CURRENT REINSURANCE. CHANGES IN THE REINSURANCE MAY NECESSITATE A CHANGE IN PROGRAM COVERAGES AND LIMITS.

Coverages:

Limit of Coverage:

Property:

General Losses: \$25,000,000 per occurrence, subject to any specific sublimits stated in the Property Coverage Part.

Flood: \$4,000,000 per occurrence and annual aggregate limit for each Member for property located outside Flood Zone A and V subject to the program annual aggregate below. \$250,000 per occurrence and annual aggregate limit for each Member for property located in Flood Zone A and V subject to the program annual aggregate below.

Earthquake: \$250,000 per occurrence and annual aggregate limit for each Member subject to the program annual aggregate below.

Notwithstanding the foregoing, the program annual aggregate amount for which AHRMA will be liable to all of its Members for property located outside of Flood Zone A and V for loss or damage arising out of flood is \$4,000,000. The program annual aggregate amount for which AHRMA will be liable to all of its Members for property located in Flood Zone A and V for loss or damage arising out of flood is \$2,500,000. The program annual aggregate amount for which AHRMA will be liable to all of its Members for loss or damage arising out of earthquake is \$2,500,000. Accordingly, flood and earthquake losses incurred by other members of AHRMA may reduce or eliminate the limits of coverage for flood and earthquake losses available to the Member covered hereby. The limits for flood and earthquake damage are a part of, and not in addition to, the limits applicable to general losses.

Business Income:

\$1,000,000 per occurrence including anticipated rental income, subject to terms and conditions stated in the Business Income and Extra Expense Coverage Part.

General Liability:

\$5,000,000 per occurrence or offense and
\$5,000,000 annual aggregate limit, subject to any specific sublimits stated in the General Liability Coverage Part.

Public Officials Liability: \$5,000,000 per claim and annual aggregate limit.

(This is claims made coverage)

Retroactive Date: 4/1/1986

Automobile:

Liability	\$5,000,000	any one accident
Automobile Physical Damage	Actual Cash Value	
Automobile Medical Payments	\$5,000	any one accident
Illinois Uninsured Motorist	\$40,000	each accident for bodily injury
Illinois Underinsured Motorist	\$40,000	each accident for bodily injury
Illinois Uninsured Motorists - Property Damage	No Coverage Provided	

Deductibles

Property: \$1,000 per occurrence
Flood and Earthquake = \$25,000 per occurrence

Business Income: None

General Liability: None

Public Officials Liability: \$5,000 per claim defined as any judicial proceeding filed in a court of law.
\$1,000 per claim for all other claim types.
The deductible will not exceed \$5,000 for any one claim.

Automobile:

Comprehensive:	\$ 250	per automobile per loss
Collision:	\$ 500	per automobile per loss

Coverage Parts to which these Declarations apply:

- G-1 - General Agreement Conditions
- P-1 - Property Form
- BI/EE-1 - Business Income And Extra Expense Form
- L-1 - General Liability Form
- POL-1 - Public Officials Liability Form
- A-1 - Automobile

Notice of Claim or Losses shall be delivered as soon as possible to:

AHRMA
P.O. Box 230
Rantoul, IL 61866

By: 

Chief Executive Officer

Date Issued: January 1, 2014

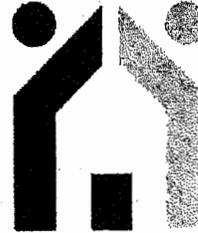
Assisted Housing Risk Management Association

(AHRMA)

Workers Compensation Declarations

Member Name and Address:

Housing Authority of the County of Cook
175 W. Jackson Ave., Suite 350
Chicago, Illinois 60604



Agreement Number: AHR1986040101

Agreement Period: From 01/01/2014 to 01/01/2015 12:01 A.M. Standard Time at the address shown above.

In return for the payment of the contribution and subject to all the terms of this Agreement, AHRMA agrees with the Member to provide the coverages stated in this Agreement

COVERAGES AND LIMITS ARE SUBJECT TO THE CONTINUATION OF CURRENT REINSURANCE. CHANGES IN THE REINSURANCE MAY NECESSITATE A CHANGE IN PROGRAM COVERAGES AND LIMITS.

- A. Workers Compensation Coverage: Part One of the Agreement applies to the Workers Compensation Laws of Illinois, Iowa, and Nebraska.
- B. Employers Liability Coverage: Part Two of the Agreement applies to work in Illinois, Iowa, and Nebraska.

The limits of AHRMA's liability under Part Two are:

- Bodily injury by accident - \$2,000,000 each accident
- Bodily injury by disease - \$2,000,000 Agreement limit
- Bodily injury by disease - \$2,000,000 each employee

- C. Other States Coverage: Part Three of the Agreement applies to all states except Illinois, Iowa, Nebraska, North Dakota, Ohio, Washington, West Virginia, and Wyoming.

Notice of Claim or Losses shall be delivered as soon as possible to:

AHRMA
P.O. Box 230
Rantoul, IL 61866

By:

Chief Executive Officer

Date Issued: January 1, 2014

EXHIBIT 4

Economic Disclosure Statement (EDS) Forms

ECONOMIC DISCLOSURE STATEMENT

**ECONOMIC DISCLOSURE STATEMENT
AND EXECUTION DOCUMENT
INDEX**

<u>Section</u>	<u>Description</u>	<u>Pages</u>
Instructions	Instructions for Completion of EDS	EDS i - ii
1	Certifications	EDS 1, 2
2	Economic and Other Disclosures, Affidavit of Child Support Obligations and Disclosure of Ownership Interest	EDS 3 – 9
3	Sole Proprietor Signature Page	EDS 10a/b/c
4	Partnership Signature Page	EDS 11/a/b/c
5	Limited Liability Corporation Signature Page	EDS 12a/b/c
6	Corporation Signature Page	EDS 13a/b/c
7	Cook County Signature Page	EDS 14

ECONOMIC DISCLOSURE STATEMENT

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 Chief Procurement Officer. 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.

Section 1: Certifications. Section 1 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 2: Economic and Other Disclosures Statement. Section 2 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.

ECONOMIC DISCLOSURE STATEMENT

INSTRUCTIONS FOR COMPLETION OF ECONOMIC DISCLOSURE STATEMENT AND EXECUTION DOCUMENT

Sections 3,4,5,6,and 7: Execution Forms. The Bidder executes this EDS, and the Contract, by completing and signing three copies of the appropriate Signature Page. Section 3 is the form for a sole proprietor; Section 4 is the form for a partnership or joint venture; Section 5 is the form for a Limited Liability Corporation, and Section 6 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.

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.

ECONOMIC DISCLOSURE STATEMENT

CERTIFICATIONS (SECTION 1)

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).

ECONOMIC DISCLOSURE STATEMENT

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) Cook County Works Department;
- 4) Sheriff's Work Alternative Program; and
- 5) Department of Correction inmates.

ECONOMIC DISCLOSURE STATEMENT

REQUIRED DISCLOSURES (SECTION 2)

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 addresses within Cook County:

175 West Jackson, Blvd Suite 350

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 (EDS-8) and complete the following, based upon the definitions and other information included in such Affidavit.

ECONOMIC DISCLOSURE STATEMENT

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:

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.

ECONOMIC DISCLOSURE STATEMENT

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 Applicant or Stock/Beneficial Interest Holder

This Statement is an: Original Statement or Amended Statement

Identifying Information:

Name: Housing Authority of Cook County D/B/A: _____ EIN NO.: 36-6001313
Street Address: 175 West Jackson Blvd. - Suite 350
City: Chicago State: IL Zip Code: 60604
Phone No.: 312 663 5447

Form of Legal Entity:

Sole Proprietor Partnership Corporation Trustee of Land Trust
 Business Trust Estate Association Joint Venture
 Other (describe) Public Housing Authority; Municipal Corporation

ECONOMIC DISCLOSURE STATEMENT

COOK COUNTY BOARD OF ETHICS
69 W. WASHINGTON STREET, SUITE 3040
CHICAGO, ILLINOIS 60602
312/603-4304
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.

ECONOMIC DISCLOSURE STATEMENT

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: N/A Title: _____
Business Entity Name: _____ Phone: _____
Business Entity Address: _____

_____ 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. _____		
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.

Owner/Employee's Signature Date
Subscribe and sworn before me this _____ day of _____, 20_____
a Notary Public in and for _____ County

(Signature)
NOTARY PUBLIC My Commission expires _____
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**

ECONOMIC DISCLOSURE STATEMENT

SIGNATURE BY A CORPORATION

(SECTION 6)

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 facts and information provided by the Undersigned in this EDS are true, complete and correct. The Undersigned agrees to inform the Chief Procurement Officer 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: Housing Authority of Cook County
BUSINESS ADDRESS: 179 West Jackson Blvd. Suite 350
Chicago, IL 60604
BUSINESS TELEPHONE: 312 542 4775 FAX NUMBER: 312 939 4787
CONTACT PERSON: Olukayode Adetayo
FEIN: 36-6001313 *CORPORATE FILE NUMBER: N/A

PLEASE LIST THE FOLLOWING OFFICERS:

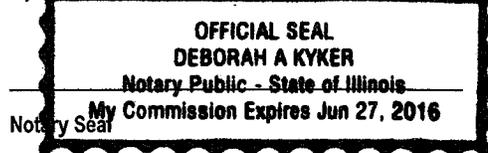
PRESIDENT: Hipolito 'Paul' Redan VICE PRESIDENT: Wendy Walter Williams
SECRETARY: Richard J. Monrochio TREASURER: VACANT
**SIGNATURE OF PRESIDENT: Hipolito Redan
ATTEST: Richard J. Monrochio (CORPORATE SECRETARY)

Subscribed to and sworn before me

this 11th day of June, 20 14.

X Deborah A. Kyker
Notary Public Signature

My commission expires:



*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.

**BY-LAWS OF THE HOUSING AUTHORITY
OF COOK COUNTY**

ARTICLE I – THE AUTHORITY

Section 1. Name and Status of Authority. The name of the Authority shall be the “Housing Authority of Cook County.” The Authority shall operate as an Illinois Municipal Corporation.

Section 2. Seal of Authority. The seal of the Authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

Section 3. Powers of Authority. The powers of the Authority shall be vested in a Board of Commissioners thereof in office as duly appointed from time to time. The Authority shall be fully vested with all of the duties, rights, powers and obligations as provided by The Illinois Housing Authorities Act [310 ILCS 10/1, *et seq.*] and other applicable federal, state and local laws.

Section 4. Board of Commissioners. Members of the Board of Commissioners shall be appointed and confirmed in the manner set forth by the Illinois Housing Authorities Act [310 ILCS 10/1, *et seq.*] or other applicable law. No Commissioner shall receive any compensation, whether in form of salary, *per diem* allowances or otherwise, for or in connection with their service as a Commissioner, except that the Authority may establish by resolution a reasonable salary or *per diem* allowance for the services of the Commissioner who serves as Chair, and except that the Authority may establish a reasonable *per diem* allowance for the services of Commissioners, to be paid by the municipality or county from funds budgeted by the corporate or county authorities for that purpose. Each Commissioner shall, however, be entitled to reimbursement out of funds available therefor, for any necessary expenditures in connection with the performance of their general duties or in connection with the construction or operation of any project. The Authority may allocate such expenses among its projects in a manner as it may consider proper. The Authority may also provide for the reimbursement, from funds of the Authority, of any travel expenses incurred by the Commissioners for travel in connection with their duties.

Section 5. Office of the Authority. The Central Office of the Authority shall be at 175 W. Jackson Boulevard in Chicago, Illinois, or at another location within Cook County, Illinois as may be selected by the Authority from time to time. The Authority may establish other such offices as it deems necessary or expedient.

ARTICLE II – OFFICERS

Section 1. Officers. The officers of the Authority shall be a Chair, a Vice-Chair, a Treasurer and a Secretary.

Section 2. Chair. The Chair shall be a member of the Board of Commissioners, shall preside at all meetings of the Authority and shall appoint any committees and chairpersons of such committees as he or she shall deem necessary. If required by resolution of the Authority, the Chair shall sign contracts, deeds and other instruments made by the Authority. At each meeting the Chair shall submit such recommendations and information as he or she may consider necessary or proper concerning the business, affairs and policies of the Authority.

Section 3. Vice-Chair. The Vice-Chair shall be a member of the Board of Commissioners and shall perform the duties of the Chair in the absence or incapacity of the Chair. In the case of a vacancy in the office of the Chair, the Vice-Chair shall perform such duties as are imposed on the Chair until such time as the Authority shall select a new Chair.

Section 4. Secretary. The Executive Director shall be the Secretary of the Authority. The Secretary (personally or by staff under his or her direction) shall keep the records of the Authority, shall act as Secretary of the meetings of the Authority and record all votes, shall keep a record of the proceedings of the Authority in a Journal of Proceedings to be kept for such purpose and as required by law, and shall perform all duties incident to the office. The Secretary shall keep in safe custody the seal of the Authority and shall have power to affix such seal to such contracts and instruments as the Secretary deems appropriate.

Section 5. Treasurer The Treasurer shall be a member of the Board of Commissioners and shall supervise and receive reports from time to time from the Authority's Chief Financial Officer or Executive Director with regard to the financial condition of the Authority. The Treasurer shall not be required to post a bond except where required by resolution of the Authority. If required by resolution of the Authority, the Treasurer shall sign all orders and checks for the payment of money and shall pay out and disburse such moneys under the direction of the Authority. The Authority may by resolution require that such orders and checks shall be countersigned by the Chair. The Chief Financial Officer, the Executive Director or their designees shall keep regular books of account showing receipts and expenditures and shall render to the Treasurer and to the Authority regularly or when requested an account of the transactions and also of the financial condition of the Authority.

Section 6. Executive Director. The Board of Commissioners shall select and appoint a chief executive officer to be designated as the Executive Director. The Executive Director shall have general supervision over the administration of the business and affairs of the Authority, subject to the direction of the Authority. The Executive Director shall be charged with the planning, development and management of projects of the Authority, with the formation of projected housing programs and the making of recommendations concerning housing problems in the Authority's area of operation. The Executive Director shall, at the Board's direction and under the Board's oversight, carry out or cause to be carried out the duties of the Secretary and Treasurer functions of the

Authority. The compensation of the Executive Director shall be determined by the Authority.

Section 7. Additional Duties. The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority or by the Bylaws or rules and regulations of the Authority.

Section 8. Election of Officers. The Chair and Vice-Chair shall be elected annually at a regular or special public meeting of the Authority from among the Commissioners of the Authority, and shall hold office for one year or until their successors are elected and qualified.

Section 9. Vacancies. Should the office of Chair or Vice-Chair become vacant, the Authority shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. Should a position of Commissioner become vacant prior to the expiration of their full term of office, a successor shall be appointed and confirmed in the manner required by the Illinois Housing Authorities Act.

Section 10. Additional Personnel. The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties and functions as prescribed by the Illinois Housing Authorities Act and all other applicable federal, state and local laws. The Authority may from time to time select and appoint such officers and employees (including, but not limited to, engineering, architectural and legal professionals and assistants) as it may require for the performance of its duties, and may prescribe the duties and compensation of each officer and employee or expressly delegate that authority to the Executive Director.

ARTICLE III – MEETINGS

Section 1. Meeting for the Election of Officers. The meeting of the Authority for the purpose of election of officers of the Authority may be held in conjunction with a regular or special meeting of the Authority, unless the Authority may designate a different time for such purpose.

Section 2. Regular Meetings. Regular meetings of the Authority shall be held at its Central Office, except that meetings may be held at such other places within Cook County, Illinois as may be designated by motion adopted by the Authority from time to time with public notice in the manner provided by law.

Regular meetings shall be held on the second Thursday of each month at 2:00 p.m. or at another day and time as the Authority may designate with public notice in the manner provided by law.

When the second Thursday of the month falls on a legal holiday, the regular meeting shall be held on the next succeeding business day, unless it shall have been adjourned as otherwise provided for in these By-laws.

Section 3. Special Meetings. The Chair or Secretary of the Authority may, when it is deemed expedient, and either shall upon the written request of two members of the Authority, call a special meeting of the Board of Commissioners for the purpose of transacting any business designated in the call. Except for a special meeting held in the event of a bona fide emergency, the call for a special meeting shall be delivered to each member of the Board of Commissioners at least 48 hours prior to the time of such special meeting, and public notice shall be provided as appropriate and as required by law. No business shall be considered other than as designated in the call, but if all of the members of the Board of Commissioners are present at a special meeting, any and all business may be transacted at such special meeting.

Section 4. Quorum. A quorum of the Board of Commissioners shall be required for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When the Board of Commissioners has 10 members, then 6 Commissioners shall constitute a quorum. When the Board of Commissioners has 7 members, then 4 Commissioners shall constitute a quorum. When the Board of Commissioners has 5 members, then 3 Commissioners shall constitute a quorum. A quorum of members must be physically present at the location of an open meeting. When a quorum is in attendance, action may be taken by the Authority only upon an affirmative vote of a majority of the Commissioners present, (which majority shall include the votes of any Commissioners participating in the meeting by audio or video conference).

Section 5. Conduct of Business at Meetings. The Authority may consider any business included in its published agenda at a regular meeting, and any other business that comes before the Authority. Any requirement of a regular meeting agenda shall not preclude the consideration of items not specifically set forth in the agenda.

The Authority may consider at its meetings, but is not limited to considering, the following:

1. Roll call.
2. Readings and approval of the minutes of the previous meeting.
3. Public comments.
4. Financial reports.
5. Report of the Secretary and Executive Director.
6. Reports of committees.
7. Unfinished business.
8. New business.
9. Adjournment.

All resolutions shall be in writing and shall be copied in the Journal of Proceedings of the Authority.

Section 6. Manner of Voting. The voting on all questions coming before the Authority shall be by roll call, and upon request of any Commissioner the yeas and nays shall be entered upon the minutes of such meeting.

Section 7. Attendance at Meetings by Video or Audio Conference. If a quorum of the members of Board of Commissioners is physically present at the meeting location, a majority of the Board of Commissioners may allow a Commissioner to attend the meeting by means of video or audio conference, and to vote on matters coming before the Board of Commissioners, to the extent allowed by law. The minutes of the meetings shall record whether the members were physically present at the meeting or present by means of video or audio conference.

ARTICLE IV – AMENDMENTS

Amendments to Bylaws. The Bylaws of the Authority shall be amended only with the approval of a majority of the members of the Board of Commissioners (but no fewer than three members) at a regular or a special meeting, but no such amendment shall be adopted unless at least seven days' written notice thereof has been previously given to all members of the Board of Commissioners. Such written notice may be delivered to each member of the Board of Commissioners or may be mailed to the business or home address of each member of the Board of Commissioners. Public notice of any such meeting shall be provided in the manner required by law.

Date: September 13, 2012

ECONOMIC DISCLOSURE STATEMENT

SIGNATURE BY A CORPORATION

(SECTION 6)

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 facts and information provided by the Undersigned in this EDS are true, complete and correct. The Undersigned agrees to inform the Chief Procurement Officer 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: Housing Authority of Cook County
BUSINESS ADDRESS: 175 West Jackson Blvd. Suite 350
Chicago, IL 60604.
BUSINESS TELEPHONE: 312 542 4775 FAX NUMBER: 312 939 4727
CONTACT PERSON: OluKayode Adetayo
FEIN: 36-6001313 *CORPORATE FILE NUMBER: N/A

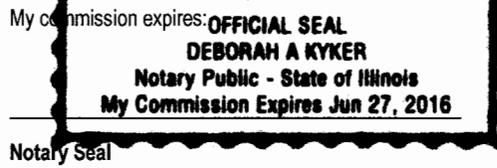
PLEASE LIST THE FOLLOWING OFFICERS:

PRESIDENT: Hipolito 'Paul' Roldan VICE PRESIDENT: Wendy Walker Williams
SECRETARY: Richard J. Monacchio TREASURER: VACANT
**SIGNATURE OF PRESIDENT: Hipolito Roldan
ATTEST: Michael J. Monacchio (CORPORATE SECRETARY)

Subscribed to and sworn before me

this 14th day of June, 2014.

X Deborah A. Kyker
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 7)

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

John G. McL...

COOK COUNTY CHIEF PROCUREMENT OFFICER

DATED AT CHICAGO, ILLINOIS THIS 18 DAY OF July, 2014.

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

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

1453-13385A

OR

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

TOTAL AMOUNT OF CONTRACT: \$ 100,000⁰⁰
(DOLLARS AND CENTS)

FUND CHARGEABLE: _____

APPROVED AS TO FORM:

Not required

ASSISTANT STATE'S ATTORNEY
(Required on contracts over \$1,000,000.00)