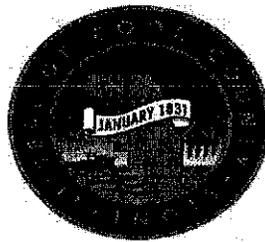


PROFESSIONAL SERVICES AGREEMENT

CONTRACT NO. 1453-13604B

**VIOLENCE PREVENTION, INTERVENTION AND REDUCTION
DEMONSTRATION GRANTS**

BETWEEN



COOK COUNTY GOVERNMENT

COOK COUNTY JUSTICE ADVISORY COUNCIL

AND

CHILDREN'S HOME AND AID SOCIETY OF ILLINOIS

**APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS**

SEP 10 2014

COM _____

PROFESSIONAL SERVICES AGREEMENT

TABLE OF CONTENTS

TERMS AND CONDITIONS	1
ARTICLE 1: INCORPORATION OF BACKGROUND.....	1
ARTICLE 2: DEFINITIONS.....	1
a) Definitions	1
b) Interpretation	2
c) Incorporation of Exhibits	3
ARTICLE 3: DUTIES AND RESPONSIBILITIES OF CONTRACTOR	3
a) Scope of Services.....	3
b) Deliverables.....	3
c) Standard of Performance	4
d) Personnel	4
e) Minority and Women's Business Enterprises Commitment	5
f) Insurance	6
g) Indemnification.....	8
h) Confidentiality and Ownership of Documents	9
i) Patents, Copyrights and Licenses	9
j) Examination of Records and Audits.....	10
k) Subcontracting or Assignment of Contract or Contract Funds.....	11
ARTICLE 4: TERM OF PERFORMANCE.....	13
a) Term of Performance	13
b) Timeliness of Performance.....	13
c) Agreement Extension Option.....	13
ARTICLE 5: COMPENSATION	13
a) Basis of Payment	13
b) Method of Payment	14
c) Funding	14
d) Non-Appropriation	14
e) Taxes	14
f) Price Reduction	15
g) Contractor Credits.....	15
ARTICLE 6: DISPUTES.....	15
ARTICLE 7: COMPLIANCE WITH ALL LAWS.....	16

ARTICLE 8: SPECIAL CONDITIONS	16
a) Warranties and Representations.....	16
b) Ethics	17
c) Joint and Several Liability	17
d) Business Documents.....	17
e) Conflicts of Interest	18
f) Non-Liability of Public Officials	19

ARTICLE 9: EVENTS OF DEFAULT, REMEDIES, TERMINATION, SUSPENSION AND RIGHT TO OFFSET.....	19
a) Events of Default Defined	19
b) Remedies	20
c) Early Termination	22
d) Suspension.....	23
e) Right to Offset	23
f.) Delays.....	23
g.) Prepaid Fees.....	24

ARTICLE 10: GENERAL CONDITIONS	24
a) Entire Agreement.....	24
b) Counterparts.....	25
c) Modifications and Amendments.....	25
d) Governing Law and Jurisdiction.....	26
e) Severability	26
f) Assigns	26
g) Cooperation	26
h) Waiver	27
i) Independent Contractor	27
j) Governmental Joint Purchasing Agreement.....	27

ARTICLE 11: NOTICES.....	28
--------------------------	----

ARTICLE 12: AUTHORITY	28
-----------------------------	----

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 Children's Home and Aid Society of Illinois, doing business as a Not-for-Profit of the State of Illinois, hereinafter referred to as "Contractor".

BACKGROUND

The County of Cook issued a Request for Proposals "RFP" for Violence Prevention, Intervention and 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.

D) 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 October 1, 2014 ("**Effective Date**") and continues until September 30, 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 Section 10.c, Modifications and Amendments, no County department or employee thereof has authority to make any modification or amendment to this Contract.

d) Governing Law and Jurisdiction

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

e) Severability

If any provision of this Agreement is held or considered to be or is in fact invalid, illegal, inoperative or unenforceable as applied in any particular case in any jurisdiction or in all cases because it conflicts with any other provision or provisions of this Agreement or of any constitution, statute, ordinance, rule of law or public policy, or for any other reason, those circumstances do not have the effect of rendering the provision in question invalid, illegal, inoperative or unenforceable in any other case or circumstances, or of rendering any other provision or provisions in this Agreement invalid, illegal, inoperative or unenforceable to any extent whatsoever. The invalidity, illegality, inoperativeness or unenforceability of any one or more phrases, sentences, clauses or sections in this Agreement does not affect the remaining portions of this Agreement or any part of it.

f) Assigns

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

g) Cooperation

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: Children's Home and Aid Society of Illinois
 125 South Wacker Drive, 14th Floor
 Chicago, Illinois 60606
 Attention: Nancy Ronquillo, President

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

Purpose

The Contractor's primary responsibility will be to provide services and/or programs in one or more of the targeted areas of behavioral health, education, skill building, community building, balanced and restorative justice, civic engagement, youth engagement, employment, or mentoring. The Contractor will define the number of individuals that it intends to serve.

Program Methodology

The Contractor must understand the impact of violence on victims, perpetrators, people who are both victims and perpetrators, families, and the community as whole and the intersection between environment, criminal justice, education, employment, interpersonal and intrapersonal skills, community involvement, and violence and the challenges for obtaining services and meaningful programming in the community.

The proposed model shall be based on an integrated team approach (this may include staff cooperation and communication, community collaboration, multiple service provider collaboration, etc.) and be adaptable and based on current realities. The proposed model shall specifically recognize and assess the roles of: history of trauma and violence; co-occurring disorders; family relationships; parenthood; peer supports; community stability and socialization; connectedness with societal values; education; income and employment; and ancillary services. Programs should utilize a strength and asset-based, motivational approach to treatment and skill building and selection of staff that have embraced this approach.

Programming shall focus on enhancing participants' functioning and behavior, developing skills for living a productive life within the community and engaging in behaviors that contribute to positive outcomes through job training, mentoring, balanced and restorative justice practices or other needed services. All with the overarching goal of reducing factors that put the individual at a higher risk of violence involvement. The goal should be to build off of these individual services to strengthen communities and reduce violence.

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. All programs shall work to reduce risk factors for violence and improve outcomes. Strategies may include cognitive-behavioral strategies that promote critical thinking and healthy decision-making. The overall focus shall be on enhancing participants' functioning and behavior, developing skills for living a productive life within the community and engaging in behaviors that contribute to positive outcomes in society.

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.

Project Component

The Contractor shall provide creative, but evidence based and promising model approaches to reducing violence. The expectation is that programs will provide innovative programming in a community friendly manner. The program shall maintain continuous focus on planning and implementation of services that support individuals and communities and shall work collaboratively with the initiatives that support services to reduce violence.

The Contractor shall be required to ensure confidentiality and shall agree that all information about its work and the work performed by the JAC shall remain confidential. This includes, and is not limited to, all information about the programs supplied to the Contractor by the JAC and the County.

Record Keeping Procedure

The JAC requires the Contractor to create and retain participant files service plans and records, when applicable. The participant record information shall include the participants' names, addresses and services provided.

Proposal Requirements

Contractor shall provide the following information, and each section should include at a minimum the following information:

- **Description of Problem**
Contractor shall provide a description of the problem that includes the prevalence of violence within the geographic area in which your organization hopes to serve, and the types of violence that are prominent in this geographic area.
- **Description of Target Population**
Contractor shall provide a description of the target population, including 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 being involved in violence.
- **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, and provide a clear program schedule that specifically outlines the amount of time (and frequency) devoted to program activities. This plan shall explain how the program implementation schedule will be supported by and executed by appropriate staffing.

- **Expected Outcomes**

Contractor shall provide the programs expected outcomes, including program outcomes that will be achieved by the target population, and how the organization will measure these outcomes.

- **Planning & Preparation Activities**

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

7.2.3. Executive Summary

Children's Home + Aid has been the largest provider of child and family services in the Greater Englewood Community for over 30 years. Children's Home + Aid serves over 3,000 children, youth and families through a continuum of services in the Englewood community with the goal of helping families achieve economic self-sufficiency and ending the cycle of poverty and violence in this community.

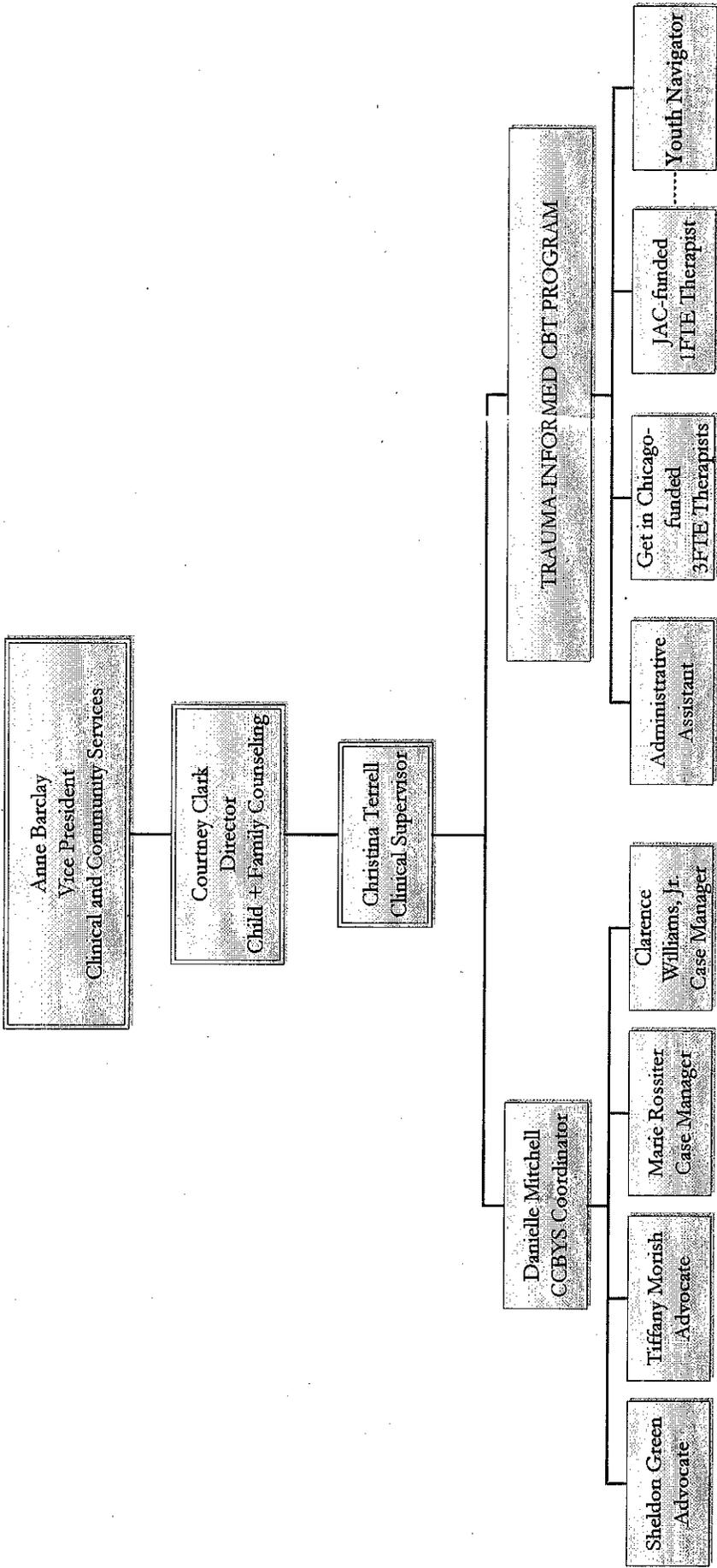
There is growing evidence that childhood trauma, caused by exposure to violence, abuse, neglect, separation and loss, leads to reactive aggression and other anti-social behaviors, including violence, later in life. In the Greater Englewood community, where gang violence is pervasive, many children grow up in poverty, and rates of child abuse and neglect are higher than the city average, many children experience trauma early in their lives. This experience may lead to behavioral problems and violence later in life.

Children's Home + Aid will provide trauma-informed cognitive behavioral therapy, linkage and referral, and life skills development support to 30-40 youth, ages 13-18, who are at risk for violence. The target community consists of the adjacent community areas of Englewood and West Englewood, together known as Greater Englewood.

Youth will be referred to this program through two primary sources: Teamwork Englewood's Reentry Resources Center, and Children's Home + Aid's Comprehensive Community Based Youth Services (CCBYS) program. We will focus on youth who are returning from detention and who are court-involved.

This program will be housed within Children's Home + Aid's Child and Family Counseling program. Courtney Clark, Director of Child and Family Counseling, will provide administrative oversight to the program. Christina Terrell, Supervisor, will oversee the day-to-day operations of the program. A Master's level therapist (1FTE) and a part-time Youth Navigator (.5FTE) will conduct the direct services of this program. See organizational chart, attached.

Children's Home + Aid
Youth Services – Metropolitan Region



7.2.4 Proposed Plan of Action/Program Plan

Section A: Description of Problem

Children's Home + Aid proposes a youth violence prevention and reduction program serving youth in Englewood and West Englewood, two community areas on the South Side of Chicago. These communities are in Police District 7 which, according to the 2010 Annual Report of the Chicago Police Department, had the highest rate of murders, criminal sexual assault, aggravated assault, and aggravated battery, and the third highest rate of robbery, burglary, and arson in the city.¹ In 2013, District 7 reported 43 murders, 205 shooting incidents, 909 robberies, 100 criminal sexual assaults, and 547 reports of aggravated battery.²

Although Englewood and West Englewood contain less than 3% of Chicago's population,³ 14% of the city's murders and 12% of its shooting incidents occurred in the community in 2011.⁴

Children's Home + Aid is the lead nonprofit community school partner in four Englewood schools, and has gained a ground-level perspective on the need for violence prevention and reduction services in this community. Each of the four schools has experienced significant change with recent school closings and consolidations. Staff have observed an increase in bullying, aggression and violence, as students must now attend a school outside the boundaries of their neighborhood gang or "clique."

¹<https://portal.chicagopolice.org/portal/page/portal/ClearPath/News/Statistical%20Reports/Annual%20Reports/10AR.pdf>

² Chicago Police Department CompStat 2013 Year End

³ American FactFinder, US Census

⁴ Chicago Police Department https://portal.chicagopolice.org/portal/page/portal/ClearPath/News/Crime%20Statistics/Crime%20Statistics%202011%20Year%20End/public_compstat%2013.pdf and https://portal.chicagopolice.org/portal/page/portal/ClearPath/News/Crime%20Statistics/Crime%20Statistics%202011%20Year%20End/public_compstat%201.pdf

Section B: Description of Target Population

This program will focus on youth, ages 13-18, who are at risk for violence, with a focus on youth who are leaving juvenile detention and court-involved youth. The target community consists of the adjacent community areas of Englewood and West Englewood, together known as Greater Englewood.

Economically depressed and under-resourced, Greater Englewood continues to face some of the highest reported unemployment, serious crime, teen pregnancy and school dropout rates in Chicago. Poverty, violence, and child abuse and neglect rates are high in this community. Of children and youth ages 6-17 in Englewood, 43% are living in deep poverty (defined as less than 50% of the Federal Poverty Level) and another 23% are living below the poverty level.⁵ Of children 6-17 living in West Englewood, 34% are living in deep poverty and another 26% are living below the poverty level.

The rates of abuse and neglect in Englewood and West Englewood are considerably higher than other communities in Chicago, and they are increasing, according to the most recent data. In Englewood, the rate per 1,000 of children ages 0-5 who are victims of abuse and neglect is twice as high as the City of Chicago's average (at 22), and in West Englewood the rate per 1,000 is 31. In comparison, the rate per 1,000 in the City of Chicago is only 11.⁶

Gang activity makes unsupervised after-school time a dangerous prospect for most students. Trauma, fear for their safety and a chaotic school climate challenge students' social-emotional resiliency and create a tremendous need for prevention and intervention services.

The incidence of teen births in Englewood is nearly three times as high as the rate for the City of Chicago as a whole. In 2010, in Englewood, births to teens under 18 accounted for 12% of all births. Seventy-one percent (6,230) of families living in Englewood are low income and earn less

⁵ American Community Survey, 2006-2011

⁶ Young Children in Chicago, Chapin Hall at the University of Chicago. DCYS-ycic.chapinhall.org

than \$38, 622 annually.⁷ The majority of families are headed by single parents without high school diplomas.⁸

There is growing evidence that childhood trauma, caused by exposure to violence, abuse, neglect, separation and loss, leads to reactive aggression and other anti-social behaviors, including violence, later in life. In the Greater Englewood community, where gang violence is pervasive, many children grow up in poverty, and rates of child abuse and neglect are higher than the city average, many children experience trauma early in their lives. This experience may lead to behavioral problems and violence later in life.

Youth who experience trauma may have mental and physical health challenges, problems developing and maintaining healthy relationships, difficulties learning, behavioral problems, and substance abuse issues (Ford et al., 2007; Saunders et al., 2005). When youth live in unpredictable and dangerous environments, they often operate in a state of **hypervigilance** (defined as abnormally increased physiological arousal and responsiveness to stimuli and scanning of the environment for threats). Individuals who experience hypervigilance have difficulty managing their emotions, and because they often see people or situations as a threat they are more likely to react in aggressive or defensive ways. **The mindset and skills involved in hypervigilance fundamentally conflict with the skills and focus needed to succeed in school academically, socially, and behaviorally.** The Centers for Disease Control indicates that the most highly effective treatments for traumatic stress are cognitive behavioral treatment models (Centers for Disease Control, 2008).

⁷ American Fact Finder, US Census Bureau

⁸ American FactFinder, US Census Bureau

Section C: Program Implementation Plan and Implementation Schedule

Program Description. Children's Home + Aid will provide trauma-informed individual, family and group therapy, using a Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) model, to 30-40 youth ages 13-18 in Englewood and West Englewood. One trained, Master's-level therapist will deliver these services in school, community and home settings. A Youth Navigator will provide case management and life skills support. As a result, children and youth will be better able to successfully participate in alternatives to gangs such as school, community and work activities, and will be less prone to gang activity and violent or antisocial behaviors. By addressing the underlying trauma, youth will be better able to fully participate in services to improve their conditions. This will be a much-needed expansion of Children's Home + Aid's cognitive behavioral therapy program funded through the Get In Chicago program.

Children's Home + Aid will partner the TF-CBT program with other services including 24-hour crisis intervention, mentoring services provided through community partners, and other pro-social youth development services, contributing to the effectiveness of this program. Children's Home + Aid's Employment Specialist, who provides job readiness training to our clients in Greater Englewood, and our Learning Lab U, a resource for workforce development and technology training for residents of Greater Englewood, will be available to youth as needed.

Research shows that cognitive behavioral therapy is effective in mitigating the effects of early trauma, particularly when delivered as early as possible. TF-CBT has the strongest research evidence of any treatment model for traumatized children.⁹ TF-CBT has been shown to result in improvement in PTSD symptoms, depression, anxiety symptoms, externalizing behavior problems, shame, trauma-related cognitions, interpersonal trust and social competence.

⁹ Deblinger et al, 1990, Weiner et al, 2009

Each youth will undergo an assessment that will include a screen using the Youth Assessment and Screening Instrument (YASI), the Trauma Symptoms Inventory (TSI), and interviews with the youth's parent or caregiver. The YASI assesses risk, needs and protective factors in youth populations, and the TSI evaluates psychological effects of traumatic events. A treatment plan, which may include individual, family and/or group therapy, will be developed based on each youth's history, current adaptive functioning, individual ability and family composition.

Children's Home + Aid's clinical treatment utilizes a client-centered approach. The TF-CBT approach aids youth in strengthening their relationships, developing a healthier self-concept, increasing positive coping skills and reducing the negative symptoms associated with trauma to prevent aggression and violence. Youth will develop an increased sense of mastery, ability to problem solve, and improved self-control and conflict resolution.

Referral Sources. We will focus on youth who are returning from detention and who are court-involved. Children's Home + Aid is the Comprehensive Community Based Youth Services (CCBYS) provider in Greater Englewood. CCBYS provides short term (3-6 month) services for youth who have run away or are beyond the control of their parent or guardian. Services include 24-hour crisis intervention, emergency shelter, short-term counseling, and case management. These youth often come to us from juvenile probation. Many of the highest-risk youth served through CCBYS require more intensive intervention than this short-term crisis model provides. The proposed program will provide intensive services for the highest-risk youth, particularly those who are exiting the CCBYS program.

Children's Home + Aid is the implementing agency of the Englewood Community Violence Prevention Project (ECVPP), a state-funded violence prevention coalition serving youth and families in Englewood. Teamwork Englewood is the Reentry Program coordinating agency for the ECVPP.

Teamwork Englewood will refer youth in the reentry program to Children's Home + Aid for therapy to address the trauma they have experienced (a linkage agreement is attached).

Linkage and Referral. The agency has current working relationships with a variety of youth serving agencies in the community including mental and physical health services, substance abuse treatment, court services and probation, educational and recreational services, and faith based organizations. Youth will be referred to these community partners for services outside the scope of this project.

Youth Navigator. A Youth Navigator will work with each youth individually to engage the youth in services, overcome obstacles, and set and attain goals. The Navigator will guide each youth in navigating the legal and education systems and will support them in advocating for themselves. The Navigator will also work collaboratively with the therapist to help youth work on tasks that come out of therapy. Topics will include life skills in areas of: relationships; stress management; career planning and development; motivation and time management; finances and budgeting; health, lifestyle and self-care; and, if appropriate, parenting. The outreach worker will be someone hired from the community who shares cultural and demographic characteristics with the target population.

Program Schedule. The program will begin August 1, 2014. Individual therapy will consist of a minimum of 12 sessions of 1 hour each. Family therapy will consist of a minimum of 12 sessions and each session will be 1 to 2 hours in duration. Groups will run for 16 sessions of 1 hour each, and each group will be comprised of 6 to 8 youth.

Staffing. One master's level therapist who is trained in the TF-CBT model will deliver the services described in this proposal. He or she will be supervised by an LCSW-level supervisor. A part-time Youth Navigator will deliver case management and life skills services, and will report to the program supervisor. A .25FTE administrative assistant, funded through a different grant, will assist in data collection, tracking and reporting.

Section D: Expected Outcomes

The short-term goals are for youth to reduce conflict by reducing hypervigilance, improving impulse control, improving their ability to form and maintain positive relationships, and increasing protective factors (decreased risk of disruption in family and education circumstances, juvenile delinquency, homelessness, and more serious mental health issues).

Youth's progress will be measured by standardized measures such as the Youth Assessment and Screening Inventory (YASI), Ohio Scales, and Trauma Symptom Inventory (TSI) as well as attendance/progress in intervention services, increase in family stability, educational success, and decrease of at-risk or unlawful behaviors.

The long term goal is that elementary school students arrive in 9th grade on track to graduate, and for youth to remain in school until graduation, avoid involvement in the juvenile justice system, avoid gang involvement, and fully participate in positive resources in the community.

At the community level, the goal is to improve the Greater Englewood community's utilization of trauma-informed, evidence-based treatment as a supplement to existing youth development and mentoring programs in the community.

For youth completing services, Children's Home + Aid expects the following outcomes:

- 80% of participants will make clinically significant progress in behavioral and emotional functioning, as measured by the Ohio Scales.
- 80% of participants will show increased protective factors as measured by the YASI.
- 80% of participants will show a reduction in the symptoms of trauma, as measured by the Trauma Symptoms Inventory.
- 85% of participants will show improvement in meeting their treatment goals, as measured by the Goal Attainment Scale (GAS).
- 85% of clients will report that services were supportive, effective and helpful to them.

As a result of treatment, youth will be better able to manage the effects of trauma (such as hypervigilance and aggression), which will lead to:

- Reduction in disciplinary actions, as reported by schools, parents and the youth.
- An increase in the number of students who report that they feel safe at school.

Children's Home + Aid has extensive experience with both internal and external data collection, reporting, and analysis. Children's Home + Aid collects, analyzes and utilizes data for real-time decision-making, organizational learning, continuous improvement, and collective accountability. The agency uses Efforts to Outcomes (ETO) to drive the agency's Best Results! Impact Process. The agency's program analysts collect and interpret data related to program reach and efficacy.

The agency participates in five data collaborations to increase accountability and improve outcomes. One of these groups, the Englewood Data Hub, consists of providers who have established common education, safety, health, and economic opportunity goals for Englewood's youth. As the anchor of this group, Children's Home + Aid hosts an ETO database platform that all partners use to track progress and impact, and provides hardware, software, training and ongoing technical support to ensure each partner agency is inputting program data, tracking outcomes, and evaluating progress.

Children's Home + Aid is also a partner in the Chapin Hall Data Collaborative to collect and report youth development outcomes.

Section E: Planning and Preparation Activities

Children's Home + Aid will post position openings for the Master's level therapist and Youth Navigator, and interview candidates. The agency will hire a Youth Navigator who is culturally representative of the community served, and will hire a therapist who is culturally reflective of the community served or who has experience working with this population. The therapist will be trained on trauma-informed cognitive behavioral therapy through the National Center on Child Traumatic Stress and will be supported through reflective supervision with his or her supervisor.

As described above and reflected in the organizational chart for this program, this program will be run alongside the Get In Chicago-funded trauma-informed cognitive behavioral therapy program. The primary difference is that this program will focus on serving youth returning from detention and other court-involved youth, and will include a life skills and case management component. Therefore, the supervisory structure and administrative support are already in place to support this program.

Christina Terrell, Program Supervisor, and Courtney Clark, Director of Child and Family Counseling, will meet with Teamwork Englewood staff of the Reentry Resources Center to plan for assessment and referral of youth to this program. They will also meet with key staff from the Juvenile Detention Center to identify youth currently in detention who are appropriate for this program. The therapist may begin working with youth while they are in detention so that they are familiar with the program and are more likely to continue services after they return home.

An administrative assistant, not funded through this grant, will assist in record maintenance and data collection.

7.2.5 Qualifications of the Proposer

I. Agency Overview and History

Children's Home + Aid was founded in 1883. For more than 130 years, Children's Home + Aid has served as a compassionate advocate for children and families across Illinois, helping to shape public policy around early childhood, child welfare and juvenile justice. Each year, the agency protects, educates and counsels more than 40,000 children, youth and families. Children's Home + Aid is the largest non-sectarian, private organization providing child welfare services in the state, behind only the Illinois Department of Children and Family Services. It protects one of every twelve children in care in the state and more than half of young children in care with severe mental health and behavioral issues. As a statewide, private not-for profit agency, Children's Home + Aid employs a skilled workforce of over 1,000 staff members and manages an annual budget of approximately \$65 million that is derived from both public and private sources. A dedicated team of staff and volunteers deliver more than 70 programs including foster care, adoption services, early childhood education, family counseling, and youth services in 60 Illinois counties. Children's Home + Aid's mission is to give children help, hope and opportunity. Its vision is to build a better life for children, youth and families.

Children's Home + Aid is frequently recognized for establishing best practices and achieving outstanding results through its programs and services that focus on child abuse prevention, healthy child development and strengthening families. The agency is accredited by the Council on Accreditation, and its early childhood education centers hold accreditation from the National Association for the Education of Young Children. Recently, Children's Home + Aid was honored by the Axelson Center for Nonprofit Management with their Alford Axelson Award for Nonprofit Managerial Excellence, for solid financial management, strong leadership, and a robust process for assessing organizational performance.

II. Demonstrated experience with the populations and community areas to be served

Children's Home + Aid has been the largest provider of child and family services in the Greater Englewood Community for over 30 years. The agency's strategy to counter the cycle of poverty and violence is a commitment to supporting educational success, including provision of a continuum of services designed to meet the needs of entire families.

Yearly, the agency serves more than 3,000 children, youth and families in Greater Englewood through services grounded in this vision, including: early childhood education; in-school support for social-emotional learning, out-of-school-time youth development programming; family support services; foster care and child and family mental health counseling provided in schools, homes and family-friendly centers. In addition to providing direct services, Children's Home + Aid serves as an anchor agency in the Greater Englewood community, bringing together many smaller community-based organizations in several coalitions.

A general overview of Children's Home + Aid's Greater Englewood programs is included below, and specific projects involving youth in Greater Englewood are listed in *section III: Projects relevant to this RFP*.

A. Early Childhood Education. The Mitzi Freidheim Englewood Child + Family Center, located at 1701 West 63rd Street, serves more than 200 children, six weeks to six years, and their families with Head Start and Early Head Start programming. This Center occupies a brand new, state of the art building that opened in 2007, meeting a critical need in the Englewood community for expanded early childhood slots. Services are designed to meet the needs of the entire family, offering parent support, GED classes, and linkage to other resources in the area.

Children's Home + Aid serves as the coordinating agency for the State's expansion of evidence-based home visiting services through the Affordable Care Act's Maternal and Infant Early Childhood Home Visiting (MIECHV) program on the south side of Chicago in Englewood, West

Englewood and Greater Grand Crossing. This collaborative includes management of 200 home visiting slots utilizing evidence-based programs, and supporting a centralized referral and intake process.

Further, Children's Home + Aid is leading a federal demonstration project designed to improve coordination between early childhood systems and the child welfare system in Englewood, West Englewood and Greater Grand Crossing. This project, known as Project Link, is a collaborative effort between Children's Home + Aid, DCFS, the Governor's Office of Early Childhood Development, and several other partners.

B. *Violence Prevention and Youth Services.* Beginning in 2008, Children's Home + Aid began facilitating service coordination for violence prevention work targeting youth ages 14-21 in the Englewood community located on Chicago's south side by serving as a lead agency for the Safety Net Works program funded by the Illinois Department of Human Services. By 2010, Children's Home + Aid had expanded this role through the Neighborhood Recovery Initiative and Building a Safer Englewood. In its role as lead agency, Children's Home + Aid was responsible for managing a variety of sub-contracts and providing training and support for the implementation and use of Management Information Systems to track and report on service outcomes. In 2011, with support from the Chicago Community Trust, Children's Home + Aid used data collected through the initiative to analyze service needs and make recommendations to funders about programming changes which went into effect in 2013.

III. Projects relevant to this RFP

A. Children's Home + Aid is currently the lead agency in the Englewood Community Violence Prevention Program (ECVPP) and Children's Home + Aid is responsible for program administration, fiscal oversight, reporting compliance and program evaluation. The ECVPP is a

partnership of organizations that work to reduce risk factors and promote protective factors through reentry services, youth employment programs, mentoring, and parent leadership programming.

B. Children's Home + Aid is the Comprehensive Community Based Youth Services (CCBYS) provider for LAN 79, which encompasses Englewood and West Englewood. Through this DHS-funded CCBYS program, Children's Home + Aid provides crisis intervention, family reunification/preservation services, individual and family counseling, and case management to youth ages 11-17 who are absent from home without consent of a parent or guardian, are beyond the control of parent or guardian, who refuse to return home or are locked out after being taken into limited custody. In partnership with other providers in locations including Cook County, Madison County and St. Clair County, Children's Home and Aid has consistently exceeded performance expectations by successfully maintaining youth in their families, preventing further involvement in both the child welfare and juvenile justice systems for 97% of the clients served annually.

C. Children's Home + Aid partners with the City of Chicago in the One Summer Chicago program to serve 140 youth through summer workforce experience programs. Children's Home + Aid serves 60 youth through the Greencorps program, which provides mentoring and job training in the areas of horticulture, bicycle mechanics and safety, and financial literacy. Children's Home + Aid serves 80 youth through One Summer Chicago Plus, which provides social-emotional services and employment to youth who have been involved in the juvenile justice system.

D. Children's Home + Aid has been a non-profit Community Schools Initiative partner in Chicago Public Schools since 2002. The agency reaches 2000 K-8th grade children as the lead nonprofit partner in 12 schools on Chicago's south and west sides. The program focuses on Core Academic Support (academic programs and classes), Enrichment (arts and sports), and Social Services (mental health services, parent involvement, leadership and other pro-social programs). Children's Home + Aid also implements the evidence-based Carrera Teen Pregnancy Prevention

Program in 4 Englewood schools, serving 160 youth. A \$7.2 million federal grant supports this program, which is the only pregnancy prevention model proven to lower teen pregnancy rates. Participants in Children's Home + Aid's partner schools show higher ISAT scores, increased attendance, and improved student behavior. Deriving funding from public and private sources, Children's Home + Aid invests \$3.6 million in its Community Schools.

E. In 2005, the Illinois Department of Human Services selected Children's Home + Aid to pilot Redeploy Illinois in St. Clair and surrounding counties. This project reduces youth recidivism through a combination of life skills education, therapy, substance abuse and mental health treatment, transportation, parent and family support services, victim-related services and GPS monitoring. In its first three years, Children's Home + Aid's Redeploy Illinois diverted 153 youth from detention, saving the state over \$7.5 million in incarceration costs.

F. Children's Home + Aid has extensive experience providing primary mental health programs in schools and the community. Child welfare agencies such as Children's Home + Aid pioneered the use of CBT with a highly traumatized and vulnerable population. As the third largest child welfare agency in Illinois, Children's Home + Aid provides trauma-informed mental health services to over 700 children in the child welfare system and their caregivers annually.

The Encuentro and Bridges programs, implemented in Chicago, provide comprehensive multi-system services for severely emotionally disturbed children, ages 3 to 17, who meet DSM-IV criteria, and their families. Children's Home + Aid serves 75 children and youth annually through this program. Encuentro and Bridges have demonstrated positive results for children and families. In a March 2014 report, 93% of participants showed improved scores on the *Problem Severity Scale* on the Ohio Scale, and 60% of clients showed "meaningful change" on the scale (their score changed by 10 or more points). Eighty-six percent (86%) of participants had improved scores on the *Functioning Scale*, and of these 54% had scores that constitute "meaningful change."

Children's Home + Aid has provided trauma-informed school-based mental health counseling, using a CBT framework, for 7 years in Chicago communities, including Greater Englewood and Humboldt Park. The agency serves 450 children and youth through school-based and community-based mental health services and case management.

IV. Collecting and Tracking Data

Best Results! Process – Becoming a Data Driven Agency. Children's Home + Aid has developed a process to enable the agency to better use information to measure performance and inform program services. The goal of this process is to: empower staff at all levels to use performance data to improve program services and impact; to effectively communicate program impact to internal and external audiences; and to grow data collection and use this data to shape collective impact strategies at the community level where possible.

Children's Home + Aid has developed logic models for all of its programs and services using the Best Results! process. Each logic model establishes outputs, outcomes (initial, intermediate and long-term) and performance indicators. Data is analyzed to determine progress towards stated outcomes goals and objectives as outlined in each of the logic models. Performance that falls short of the expected benchmark is reviewed and addressed through management plans, Quality Improvement Plans ("QIPs") and Corrective Action Plans ("CAPs").

Children's Home + Aid regularly evaluates its programs using a CQI approach. This approach entails analyzing quantitative and qualitative data in order to both assess the effectiveness of agency services and identify opportunities to strengthen and enhance existing programs. CQI teams focus on improving program effectiveness, compliance with regulatory requirements and organizational performance. Areas of concern raised by CQI teams can also result in management plans, QIPs and CAPs.

Data Benchmarking Groups. Children's Home + Aid is involved in five significant data benchmarking projects, allowing more robust analysis of performance:

- the Englewood Data Hub (nine common indicators related to education and community supports shared among five lead agencies);
- the Chicago Benchmarking Initiative (six community providers sharing data and outcomes specific to early childhood, school-based programming and adult education and employment);
- the Chicago Youth Development and Data Collaborative (an initiative in partnership with Chapin Hall at the University of Chicago to set goals and benchmark results among major Chicago-based public and private agencies providing youth development services to youth ages 5-18);
- Thrive (a city-wide initiative coordinated by the Chicago Mayor's Office to establish goals for all children to be healthy, educated and empowered from both to entering careers); and,
- the Alliance for Children and Families Benchmarking Initiative (a national effort to identify exemplary practice.)

V. References

Project Name	Annual Budget	Reference
Englewood Community Violence Prevention Project	\$693,000	Wendy McCambridge, Associate Director of Federal and State Unit Illinois Criminal Justice Information Authority 300 W Adams, Chicago, IL 60606 Wendy.mccambridge@illinois.gov (312) 793-1300
One Summer Chicago	\$300,385	Lisa Davis, Assistant Director for the Youth Division Department of Family and Support Services 1615 West Chicago Avenue Chicago IL 60622

		312-743-1287 Lisa.davis@cityofchicago.org
Englewood Family Violence Prevention Program – Parents Care and Share	\$30,000	Joseluis Avalos, MSW Chicago Dept of Public Health Program Development Coordinator, Office of Violence Prevention - Chicago Safe Start Depaul Center, 333 South State Street, Ste 200, Chicago, IL 60604 joseluis.avalos@cityofchicago.org 312.747.9405

VI. Evidence of agency licenses

Children’s Home + Aid is licensed by the Illinois Department of Children and Family Services (IDCFS) as a child welfare agency and is certified by IDCFS to provide Medicaid-funded mental health services. The agency is accredited by the Council on Accreditation.

7.2.6 Key Personnel

Resumes and references are included for the following key personnel:

- Anne Larrea Barclay, Vice President for Clinical and Community Services. Her time will not be charged to this grant.
- Courtney Clark, Director of Child and Family Counseling, will provide administrative oversight to the program. Her time will not be charged to this grant.
- Christina Terrell, Clinical Supervisor, will oversee day-to-day operations of the program. Her time will not be charged to this grant, but she will dedicate 10% of her time to this program.

The following positions will be funded through this grant and are currently vacant:

- 1 FTE Master's level therapist (100% dedicated to this program, 0% of time commitment to other projects).
- .5FTE Youth Navigator (50% dedicated to this program, 50% dedicated to other projects).

Key Personnel References

Anne Barclay

Kirsten Ahlberg
Children's Home Society of New York
Carerra Adolescent Pregnancy Prevention Program Monitor
kirstena@childrensaidsociety.org

Bishop James Dukes
Liberated Inc.
Executive Director
BishopJEDukes@aol.com
773-255-8885

Paul D. Curtis, LCSW
DCFS Administrator PAT Program
100 W. Randolph. 6th Floor Rm. 121
Chicago, Illinois 60601
Office #: (312) 814-8912
Paul.Curtis@illinois.gov

Courtney Clark

Tina Dorow, MS, LCSW
ttkdorow@yahoo.com
(773) 842-2552

Kate Giandonato, LCSW
Kate Giandonato & Associates
Katelcsw@gmail.com
(773)766-7010

Ruth Jajko, MA, LCSW
Associate Executive Director
Lutheran Social Services of Illinois
Rjajko@lssi.org
(847) 390-1412

Christina Terrell

Dr. Joenile Albert-Reese, Principal
Barbara Abdullah-Smith, Assistant Principal
A.N. Pritzker School
2009 W. Schiller St.
Chicago, IL 60622

773-534-4415

jsreese@cps.edu and baabdullah-smith@cps.edu

Pat Henningsen, Manager

Ada S. McKinley Interventions Behavioral Health

2454 W. 71st St.

Chicago, IL 60639

773-434-5577

phenningsen@adasmckinley.org

Ryan Kinney

Eric Cochran

Team Englewood High School

6201 S. Stewart Ave.

Chicago, IL 60621

(773) 535-3530

rmkinney@cps.edu and ejcochran@cps.edu

Anne Larrea Barclay LCPC

[REDACTED], Chicago IL 60622

Education

MA in Human Services and Counseling – Management with Distinction, DePaul University of Chicago, February 1992

BS in Psychology with Honors, Loyola University of Chicago, May 1987.

Experience

Children's Home & Aid Society of Illinois, 5/08 to Present. Vice President of Clinical + Community Services. Oversee \$12 million of programming including Counseling Services, Community Schools, the Residential Program, and Parents Care + Share. Supervise 3 Program Directors and 2 Managers. Oversee budget and contracts.

Children's Home & Aid Society of Illinois, 7/06 to 5/08 Assistant VP for the Metropolitan Region. Oversaw the Foster Care & Adoptions program and the Clinical Counseling Program. Supervised two Program Directors. Oversaw budget and contracts.

Children's Home & Aid Society of Illinois, 11/98 to 7/1/06. Director of Foster Care & Adoptions. Managed budget and contracts for 7 foster care and adoption programs. Supervised 4 Program Managers. Provided direction, training and oversight. Expanded and enhanced programs. Worked with the Department of Children and Family Services, licensing, Juvenile Court and other community agencies.

Chicago Commons, 8/98 – 12/98. Clinical Consultant. Provided clinical assistance to community based Relative and Traditional foster care program. Prepared materials to assist the program in becoming accredited through the Council of Accreditation (COA). Provided individual and family therapy for clients.

Uhlich Children's Home, 9/95 – 8/98. Director of Relative and Traditional Foster Care. Supervised social workers, supervisors and adoption staff. Provided program planning, budget management and staff development. Worked with DCFS, Licensing, Juvenile Court, etc. Provided individual therapy to clients in the specialized foster care.

Uhlich Children's Home, 2/94 – 8/94. Relative Foster Care Caseworker, 8/94 – 9/95. Relative Foster Care Supervisor. Supervised 4-6 social workers and monitored case planning, service delivery and paperwork. Managed a small caseload. Worked with DCFS, Licensing, Juvenile Court, etc.

Mary Crane Center, 8/90 – 2/94. Family Counselor. Individual therapy to children ages 3 through 11. Individual and group therapy to parents. Staff consultation, liaison to DCFS, classroom behavior management, parent meetings, liaison to parent officers and responsible for Title XX eligibility determinations.

Caring for the Future, 3/92 – 2/93. Project Director. Supervised and facilitated a job training program for mothers on public aid. Coordinated classroom experience, college courses, baby-sitting, tutoring and provided individual counseling.

CHRISTINA GONZALEZ TERRELL, LCSW

Licensed Clinical Social Worker focused on serving others and helping them to reach their potential and address any barriers that prevent them from healing, growth and living healthy productive lives.

SKILLS AND QUALIFICATIONS

- Excellent verbal and written communication and engagement skills.
- Seasoned clinician that has worked in various communities in Chicago, both clinic and homebased.
- Expert knowledge in various issues: parenting issues; mental health crisis/non-crisis, adults and children; domestic/sexual violence; addictions; chronic health issues, case management needs, and more. Utilize various approaches based on client/family presentation and needs.
- Adept at navigating a variety of systems such as schools, juvenile justice, healthcare, mental health, child welfare in both direct service (individual/group/family approaches) and in administrative tasks.
- Experienced in managing administrative tasks as a clinician and supervisor in areas of: billing, consultation; utilization review; administering and monitoring research/grant requirements. Sat on Quality Assurance teams for clinical programs, COA, CARF accreditation. Clinical supervision of up to 10 staff persons at Bachelor's and Master's Level at a time.
- Bicultural, working ability to communicate in Spanish
- Licensed Clinical Social Worker in IL since 1997
- Domestic Violence and Sexual Assault Training in WA

EXPERIENCE

- Children's Home + Aid *Clinical Supervisor Post Adoption/CCBYS* [10/11 - 9/12]
- Christian Community Health Center *Behavioral Health Therapist* [4/09 - 10/10]
- Youth 1st Counseling *Clinical Supervisor/Therapist* [8/08 - 2/09]
- Children's Home and Aid Society of Illinois
 Comprehensive Care Coordinator/System of Care Chicago at Richard Milburn High School [8/03 - 10/06]
- Ada S. McKinley Interventions *Clinician/Qualified Mental Health Professional* [11/97 - 8/03]
- Department Of Human Services *Child Protective Service Investigator* [6/97 - 10/97]
 Oak Harbor, WA
- Citizens Against Domestic and Sexual Abuse (CADA) [10/96 - 6/97]
 Oak Harbor WA *Children's Services Coordinator/Advocate*
- Ada S. McKinley Interventions *SASS Supervisor/Clinician* [7/95 - 8/96 and 5/94 - 7/95]
- Volunteered in various organizations: NewLife Community Church; World Missions; Cook County Hospital Working with HIV/AIDS patients
- A.N. Pritzker School *Local School Council Parent Representative* [Currently on 3rd two yr. term]

EDUCATION

- 1993 Bachelor's Degree in Social Work Jane Addams/University of Illinois at Chicago
 Internship: Youth Guidance in Clemente H.S.
- 1994 Master's Degree in Social Work Jane Addams/University of Illinois at Chicago
 Internship: Institute for Juvenile Research
- 2001 Completed Addictions Counseling Program National Louis University
 Practicum: Healthcare Alternative Systems, INC.

Chicago, IL 60651 ~

Courtney Clark, MA, LCSW

Chicago, IL

(home)

EDUCATION

- **Infant Mental Health Certificate Program, Erikson Institute, July 2005**
- **Master of Arts in Social Service Administration, The University of Chicago School of Social Service Administration, June 1995**
- **Bachelor of Arts in Behavioral Sciences, The University of Chicago, June 1988**

EXPERIENCE

Children's Home & Aid Society of Illinois

- **Director of Clinical Counseling Services (August 2006 to present)**

Oversee several therapy programs, incorporate previous teams and responsibilities into larger clinical services unit. Supervise seven supervisors. Aid in continuing funding for programs.

- **Clinical Program Manager (August 2004 to August 2006)**
- **Clinical Supervisor (July 2000 to August 2004)**

Oversee team of therapists working with clients referred through agency foster care/adoption and teen parenting programs. Supervise two clinical supervisors and therapists. Individual and family therapy to a small number of clients. Started and oversee an infant mental health program. Continue to develop expanding team, supervise students, and manage billing and subcontracts.

Lutheran Child and Family Service

- **Supervisor of Child Welfare Counseling (February 2000 to July 2000)**
- **Assessing Counselor (February 1999 to July 2000)**

Supervised counselors and interns in child welfare counseling unit. Conducted assessments for and provided individual and family therapy for a caseload of children and families. Managed counseling subcontracts with other agencies and provided resource referral as needed.

Uhlich Children's Home

- **Relative/Traditional Supervisor (May 1996 to February 1999)**

Supervised casework team in Relative/Traditional Professional Foster Parenting Program. Provided clinical and administrative supervision, training, and support to staff. Ensured licensing of relative foster homes. **LCSW 5/98.**

FamilyCare of Illinois

- **Supervising Social Worker (December 1995 to May 1996)**
- **Therapist/QMHP/Team Leader (June 1995 to May 1996)**

Supervised caseworkers/MHPs in Specialized Foster Care. Individual and family therapy.

- **Graduate Student Intern (October 1993 to June 1995)**

Provided individual and family therapy to children and adults through counseling and foster care programs. Initiated and facilitated a foster parent psycho-educational and support group.

- **Licensing Specialist/Caseworker (September 1991 to October 1993)**

Licensed foster homes, provided case management for caseload, conducted intake/placement of children, counseled a caseload of children, trained foster parents.

Ray Graham Association for People with Disabilities

- **Behavior Specialist/QMRP (August 1989 to September 1991)**

Supervised Behavior Specialists in Specialized Foster Care Program serving children and adults, licensed foster homes, trained foster parents and staff.

EXHIBIT 2

Schedule of Compensation

PRICE PROPOSAL/BUDGET DETAIL

The Proposer declares that it has carefully examined the Request for Proposal documents, the Proposal Forms, General and Special Conditions and Specifications identified as RFP No. 1453-13604 for Violence Prevention, Intervention and Reduction Demonstration Grants (\$100,000), as prepared by Cook County and has become familiar with all of the conditions under which it must be carried out and understands that by submitting proposed pricing on these pages, Proposer waives all right to plead any misunderstanding regarding the same. Any category of expense not applicable to the budget may be deleted. Indirect costs are not allowable.

Budget Detail

A. Personnel

List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation	Cost
Master's Level Therapist	\$38,000 X 100%	\$38,000
Youth Navigator	\$28,000 X 50%	\$14,000

SUB-TOTAL \$ 52,000

B. Fringe Benefits

Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

Name/Position	Computation	Cost
Master's level therapist	\$38,000 x .25	\$9,500
Youth Navigator	\$14,000 x .25	\$3,500

SUB-TOTAL \$ 13,000

TOTAL PERSONNEL AND FRINGE BENEFITS \$ 65,000

C. Travel

Itemize travel expenses of project personnel by purpose. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved.

Identify the location of travel, if known. Travel for consultants will only be reimbursed for resources traveling from more than 50 miles outside of Cook County and shall be consistent with Cook County travel reimbursement policies. All travel shall be pre-approved by the Justice Advisory Council.

Purpose of Travel	Location	Item	Computation	Cost
Travel to meet with clients at their school, home, or a Children's Home + Aid office		Mileage reimbursement at .56/mile	600 miles per month, .56 per mile x 12 months	\$4,032

TOTAL \$ 4,032

D. Supplies

List items by type. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation	Cost
Two laptop computers for new staff	\$1,000 per laptop x 2	\$2,000
Software and air cards for laptop computers	\$340 per laptop x 2	\$680
Bus cards for youth clients	\$140 per month x 12 months	\$1,680
Office supplies including pens, paper, binders	\$70 per month x 12 months	\$840
Client supplies – personal care items, food and clothing for emergencies	\$400 per month x 12 months	\$4,800

TOTAL \$ 10,000

E. Other Costs

List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent.

Description	Computation	Cost
Cell phone for two staff	\$125 per month x 12 = \$1,500 x 2 staff	\$3,000
Occupancy	\$5,000 per FTE x 1.5 FTE	\$7,500
Indirect costs (administrative overhead including finance, human resources, information technology and information systems support)	12% of direct costs. \$89,532 x .12 = \$10,468	\$10,468

TOTAL \$ 20,968

Budget Summary- When you have completed the budget worksheet, transfer the totals for each category to the spaces below.

Budget Category	Amount
A Personnel	\$52,000
B Fringe Benefits	\$13,000
C Travel	\$4,032
D Supplies	\$10,000
E Other Costs	\$20,968
Grand Total	\$100,000

EXHIBIT 3

Evidence of Insurance



CERTIFICATE OF LIABILITY INSURANCE

OP ID: JP

DATE (MM/DD/YYYY)

07/08/14

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

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

PRODUCER Eugene Tkalitch & Assoc., Ltd. P.O. Box 598056 Chicago, IL 60659-9998	773-262-3737	CONTACT NAME:	
		PHONE (A/C, No, Ext):	FAX (A/C, No):
		E-MAIL ADDRESS:	
		PRODUCER CUSTOMER ID #:	CHILD-1
INSURED Children's Home & Aid 125 S. Wacker Drive 14th Floor Chicago, IL 60606	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A:	First Nonprofit Insurance Co.	
	INSURER B:	The Travelers	25674
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		NPP1000379	07/01/14	07/01/15	EACH OCCURRENCE	\$ 1,000,000
A	<input checked="" type="checkbox"/> Professional Liab			NPP1000379	07/01/14	07/01/15	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
A	<input checked="" type="checkbox"/> Host Liquor Liab						MED EXP (Any one person)	\$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ 1,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			NCA1000382	07/01/14	07/01/15	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
				COLL. DED. \$1,000			BODILY INJURY (Per person)	\$
				COMP. DED. \$1,000			BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			NMB1000383	07/01/14	07/01/15	EACH OCCURRENCE	\$ 10,000,000
	<input checked="" type="checkbox"/> DEDUCTIBLE RETENTION \$ 10,000						AGGREGATE	\$ 10,000,000
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	FWC1001248	01/01/14	01/01/15	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
A	Property Coverage			NPP1000379	07/01/14	07/01/15	Blanket	34,954,725
B	Fidelity Bond			104770221	07/01/14	07/01/15	Fidelity	500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Additional Insured: Cook County, its officials, employees and agents as respects liability in regards to RFP No. 1453-13604

CERTIFICATE HOLDER Cook County Office of the Chief Procurement Officer 118 N. Clark Street, Room 1018 Chicago, IL 60602	COOKGOV	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
		AUTHORIZED REPRESENTATIVE <i>Eugene Tkalitch, PRESIDENT</i>

EXHIBIT 4

Economic Disclosure Statement (EDS) Forms

ECONOMIC DISCLOSURE STATEMENT

**ECONOMIC DISCLOSURE STATEMENT
AND EXECUTION DOCUMENT
INDEX**

Section	Description	Pages
Instructions	Instructions for Completion of EDS.....	EDS i - ii
1	MBE/WBE Utilization Plan.....	EDS 1
2	Letter of Intent.....	EDS 2
3	Petition for Reduction/Waiver of MBE/WBE Participation Goals.....	EDS 3
4	Certifications.....	EDS 4, 5
5	Economic and Other Disclosures, Affidavit of Child Support Obligations and Disclosure of Ownership Interest.....	EDS 6 – 12
6	Sole Proprietor Signature Page.....	EDS 13a/b/c
7	Partnership Signature Page.....	EDS 14/a/b/c
8	Limited Liability Corporation Signature Page.....	EDS 15a/b/c
9	Corporation Signature Page.....	EDS 16a/b/c
10	Cook County Signature Page.....	EDS 17

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.

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

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

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

ECONOMIC DISCLOSURE STATEMENT

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

Sections 6, 7, 8, 9: Execution Forms. The Bidder executes this EDS, and the Contract, by completing and signing three copies of the appropriate Signature Page. Section 6 is the form for a sole proprietor; Section 7 is the form for a partnership or joint venture; Section 8 is the form for a Limited Liability Corporation, and Section 9 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

MBE/WBE UTILIZATION PLAN (SECTION 1)

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

I. BIDDER/PROPOSER MBE/WBE STATUS: (check the appropriate line) Not applicable.

- Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of appropriate Letter of Certification)
- Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs. (If so, attach copies of Letter(s) of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the Joint Venture and a completed Joint Venture Affidavit – available from the Office of Contract Compliance)
- Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either directly or indirectly in the performance of the Contract. (If so, complete Sections II and III).

II. Direct Participation of MBE/WBE Firms Indirect Participation of MBE/WBE Firms

Where goals have not been achieved through direct participation, Bidder/Proposer shall include documentation outlining efforts to achieve Direct Participation at the time of Bid/Proposal submission. Indirect Participation will only be considered after all efforts to achieve Direct Participation have been exhausted. Only after written documentation of Good Faith Efforts is received will Indirect Participation be considered.

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

MBE/WBE Firm: Not applicable.

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: \$ _____

Percent Amount of Participation: _____ %

*Letter of Intent attached? Yes No

*Letter of Certification attached? Yes No

MBE/WBE Firm: _____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: \$ _____

Percent Amount of Participation: _____ %

*Letter of Intent attached? Yes No

*Letter of Certification attached? Yes No

Attach additional sheets as needed.

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

ECONOMIC DISCLOSURE STATEMENT

COOK COUNTY GOVERNMENT LETTER OF INTENT (SECTION 2)

M/WBE Firm: Not applicable. Certifying Agency: _____
 Address: _____ Certification Expiration Date: _____
 City/State: _____ Zip: _____ FEIN #: _____
 Phone: _____ Fax: _____ Contact Person: _____
 Email: _____ Contract #: _____
 Participation: _____ Direct _____ Indirect

Will the M/WBE firm be subcontracting any of the performance of this contract to another firm?

No _____ Yes _____ If "Yes", please attach explanation. Proposed Subcontractor: _____

The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract:

Indicate the Dollar Amount, or Percentage, and the Terms of Payment for the above-described Commodities/ Services:

(If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement conditioned upon the Bidder/Proposer's receipt of a signed contract from the County of Cook. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/ Supply and Fee/Cost were completed.

Signature (M/WBE)

Signature (Prime Bidder/Proposer)

Print Name

Print Name

Firm Name

Firm Name

Date

Date

Subscribed and sworn before me

Subscribed and sworn before me

this ____ day of _____, 20____.

this ____ day of _____, 20____.

Notary Public _____

Notary Public _____

SEAL

SEAL

ECONOMIC DISCLOSURE STATEMENT

PETITION FOR WAIVER OF MBE/WBE PARTICIPATION (SECTION 3)

A. BIDDER/PROPOSER HEREBY REQUESTS:

FULL MBE WAIVER FULL WBE WAIVER
 _____ REDUCTION (PARTIAL MBE and/or WBE PARTICIPATION)
 _____ % of Reduction for MBE Participation
 _____ % of Reduction for WBE Participation

B. REASON FOR FULL/REDUCTION WAIVER REQUEST:

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

- _____ (1) Lack of sufficient qualified MBEs and/or WBEs capable of providing the goods or services required by the contract. (Please explain)
- _____ (2) The specifications and necessary requirements for performing the contract make it impossible or economically infeasible to divide the contract to enable the contractor to utilize MBEs and/or WBEs in accordance with the applicable participation. (Please explain)
- _____ (3) Price(s) quoted by potential MBEs and/or WBEs are above competitive levels and increase cost of doing business and would make acceptance of such MBE and/or WBE bid economically impracticable, taking into consideration the Percentage of total contract price represented by such MBE and/or WBE bid. (Please explain)
- (4) There are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms. (Please explain) See attached.

C. GOOD FAITH EFFORTS TO OBTAIN MBE/WBE PARTICIPATION:

- _____ (1) Made timely written solicitation to identified MBEs and WBEs for utilization of goods and/or services; and provided MBEs and WBEs with a timely opportunity to review and obtain relevant specifications, terms and conditions of the proposal to enable MBEs and WBEs to prepare an informed response to solicitation. (Please attach)
- _____ (2) Followed up initial solicitation of MBEs and WBEs to determine if firms are interested in business. (Please attach)
- _____ (3) Advertised in a timely manner in one or more daily newspapers and/or trade publication for MBEs and WBEs for supply of goods and services. (Please attach)
- _____ (4) Used the services and assistance of the Office of Contract Compliance staff. (Please explain)
- _____ (5) Engaged MBEs & WBEs for indirect participation. (Please explain)

D. OTHER RELEVANT INFORMATION:

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



children's home + aid

For the Love of Children

since 1883

CORPORATE
HOME OFFICE

125 S. Wacker Dr.
14th Floor
Chicago, IL
60606-4475
P: 312.424.0200
F: 312.424.6800

May 19, 2014

Office of Contract Compliance
118 North Clark Street
Room 1020
Chicago, Illinois 60602

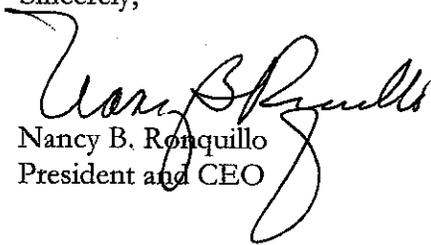
To Whom It May Concern:

On behalf of Children's Home & Aid Society of Illinois (Children's Home + Aid), I am submitting this documentation of the reason for our full MBE/WBE waiver request for RFP No. 1453-13604 Violence Prevention, Intervention and Reduction Demonstrations Grants.

Children's Home + Aid proposes that all direct participation be provided by agency employees. As a not-for-profit, Children's Home + Aid is ineligible for M/WBE certification.

If you have further questions, please contact Emily Kropp, Director of Government Affairs and Grants, at ekropp@childrenshomeandaid.org or (312)424-6805.

Sincerely,



Nancy B. Ronquillo
President and CEO



United Way



Illinois DCFS License
ID Number 004836

childrenshomeandaid.org

ECONOMIC DISCLOSURE STATEMENT

CERTIFICATIONS (SECTION 4)

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

A. PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION

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

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

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

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

B. BID-RIGGING OR BID ROTATING

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

C. DRUG FREE WORKPLACE ACT

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

D. DELINQUENCY IN PAYMENT OF TAXES

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

ECONOMIC DISCLOSURE STATEMENT

E. HUMAN RIGHTS ORDINANCE

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

F. ILLINOIS HUMAN RIGHTS ACT

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

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

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

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

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

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

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

ECONOMIC DISCLOSURE STATEMENT

REQUIRED DISCLOSURES (SECTION 5)

1. DISCLOSURE OF LOBBYIST CONTACTS

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

Name	Address
N/A	

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

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

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

Yes X No _____

b) If yes, list business addresses within Cook County:

See attached.

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

Yes X 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.

Children's Home + Aid
Cook County Locations

Corporate Home Office
125 South Wacker Drive
14th Floor
Chicago, IL 60606

Rice Child + Family Center
1101 Washington Street
Evanston, IL 60202

Hoffman Estates Office
1776 Moon Lake Boulevard
Hoffman Estates, IL 60169

Hazel Crest Office
17512 South Carriageway
Suite B
Hazel Crest, Illinois 60429

Western Office
100 North Western
2nd Floor
Chicago, IL 60612

Marshfield Office
5958 South Marshfield Avenue
Chicago, Illinois 60636

Mitzi Freidheim Child + Family
Center
1701 West 63rd Street
Chicago, IL 60636

Palatine Community Childcare
Center
721 South Quentin Road
Palatine, IL 60067

Park Ridge Office
733 North Prospect Avenue
Park Ridge, IL 60068

Marletta Darnall Child +
Family Center
725 East Schaumburg Road
Schaumburg, IL 60194

Viva Child + Family Center
2516 West Division
Chicago, IL 60622

Des Plaines Office
2800 South River Road
Suite 480
Des Plaines, IL 60018

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): See attached.

(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.

Children's Home + Aid
Property Owned in Cook County

07-23-301-016-0000	20-19-205-004-0000
11-19-300-043-0000	20-19-205-005-0000
16-01-227-035-0000	20-19-205-006-0000
20-18-406-044-0000	20-19-205-007-0000
20-18-414-001-0000	20-19-205-008-0000
20-18-414-017-0000	20-19-205-041-0000
20-19-205-002-0000	20-19-205-042-0000
20-19-205-003-0000	20-19-206-044-0000

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:

Children's Home & Aid
 Name: Society of Illinois D/B/A: _____ EIN NO.: 36-2167743
 Street Address: 125 S. Wacker Dr., 14th Floor
 City: Chicago State: IL Zip Code: 60606
 Phone No.: (312)424-0200

Form of Legal Entity:

- Sole Proprietor Partnership Corporation Trustee of Land Trust
 Business Trust Estate Association Joint Venture
 Other (describe) Non-profit corporation

ECONOMIC DISCLOSURE STATEMENT

Ownership Interest Declaration:

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

Name Address Percentage Interest in Applicant/Holder

Not applicable - no entity has an interest of more than 5%.

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

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

Not applicable.

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

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

Name Address Percentage of Beneficial Interest Relationship

Declaration (check the applicable box):

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

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

Nancy B. Ronquillo

President and CEO

Name of Authorized Applicant/Holder Representative (please print or type) Title

Nancy B. Ronquillo

5/19/2014

Signature

Date

nronquil@childrenshomeandaid.org

(312)424-200

E-mail address

Phone Number

Subscribed to and sworn before me

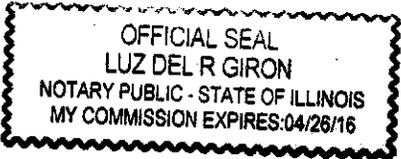
My commission expires: 4/26/16

this 19th day of May, 2014.

X Luiz Del R. Giron

Notary Public Signature

Notary Seal



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: Not applicable. 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.

[Signature] _____ Date 5/19/2014

Owner/Employee's Signature _____ Date _____

Subscribe and sworn before me this 19th day of May, 2014.

a Notary Public in and for Cook County

[Signature] _____

(Signature) _____ My Commission expires 4/26/16

NOTARY PUBLIC SEAL OFFICIAL SEAL LUZ DEL R GIRON NOTARY PUBLIC - STATE OF ILLINOIS MY COMMISSION EXPIRES:04/26/16

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

EDS-12

Addendum No. 1
May 1, 2014

ECONOMIC DISCLOSURE STATEMENT

SIGNATURE BY A SOLE PROPRIETOR

(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: Not applicable.

BUSINESS ADDRESS: _____

BUSINESS TELEPHONE: _____ FAX NUMBER: _____

FEIN/SSN: _____

COOK COUNTY BUSINESS REGISTRATION NUMBER: _____

SOLE PROPRIETOR'S SIGNATURE: _____

PRINT NAME: _____

DATE: _____

Subscribed to and sworn before me
this ____ day of _____, 20____

My commission expires:

X _____

Notary Public Signature

Notary Seal

ECONOMIC DISCLOSURE STATEMENT

SIGNATURE BY A PARTNERSHIP (AND/OR A JOINT VENTURE)

(SECTION 7)

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: Not applicable.

BUSINESS ADDRESS: _____

BUSINESS TELEPHONE: _____ FAX NUMBER: _____

FEIN/SSN: _____

*COOK COUNTY BUSINESS REGISTRATION NUMBER: _____

SIGNATURE OF PARTNER AUTHORIZED TO EXECUTE CONTRACTS ON BEHALF OF PARTNERSHIP:

*BY: _____

DATE: _____

Subscribed to and sworn before me

My commission expires:

this ____ day of _____, 20 ____.

X _____

Notary Seal

Notary Public Signature

* Attach hereto a partnership resolution or other document authorizing the individual signing this Signature Page to so sign on behalf of the Partnership.

ECONOMIC DISCLOSURE STATEMENT

SIGNATURE BY A LIMITED LIABILITY CORPORATION

(SECTION 8)

The Undersigned hereby certifies and warrants: that all of the statements, certifications and representations set forth in this EDS are true, complete and correct; that the Undersigned is in full compliance and will continue to be in compliance throughout the term of the Contract or County Privilege issued to the Undersigned with all the policies and requirements set forth in this EDS; and that all 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: Not applicable.

BUSINESS ADDRESS: _____

BUSINESS TELEPHONE: _____ FAX NUMBER: _____

CONTACT PERSON: _____

FEIN: _____ *CORPORATE FILE NUMBER: _____

MANAGING MEMBER: _____ MANAGING MEMBER: _____

**SIGNATURE OF MANAGER: _____

ATTEST: _____

Subscribed to and sworn before me

this ____ day of _____, 20____.

X _____

Notary Public Signature

Notary Seal

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

** Attach either a certified copy of the by-laws, articles, resolution or other authorization demonstrating such persons to sign the Signature Page on behalf of the LLC.

ECONOMIC DISCLOSURE STATEMENT

SIGNATURE BY A CORPORATION

(SECTION 9)

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: Children's Home & Aid Society of Illinois

BUSINESS ADDRESS: 125 S. Wacker Dr., 14th Floor

BUSINESS TELEPHONE: (312) 424-0200 FAX NUMBER: (312) 424-6800

CONTACT PERSON: Emily Kropp, Director of Government Affairs and Grants

FEIN: 36-2167743 *CORPORATE FILE NUMBER: 07636237

PLEASE LIST THE FOLLOWING OFFICERS:

PRESIDENT: Nancy B. Ronquillo VICE PRESIDENT: Michael Shaver, Executive VP and COO

SECRETARY: _____ TREASURER: Frank Poremski, Senior VP and CFO

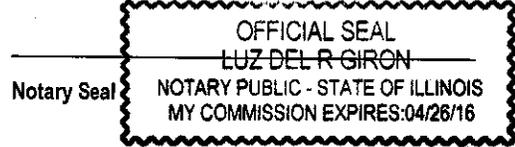
**SIGNATURE OF PRESIDENT: *Nancy B. Ronquillo*

ATTEST: *Michael Shaver* Michael Shaver (CORPORATE SECRETARY)

Subscribed to and sworn before me
this 14th day of May, 2014

My commission expires: 4/26/16

X *Luz del R. Giron*
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. See attached.

COOK COUNTY SIGNATURE PAGE

(SECTION 10)

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

John E. M.

COOK COUNTY CHIEF PROCUREMENT OFFICER

DATED AT CHICAGO, ILLINOIS THIS 25 DAY OF September, 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

1453-13604 B

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)

APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS

SEP 10 2014

COM _____

Addendum No. 1
May 1, 2014