

**PROFESSIONAL SERVICES AGREEMENT**

**VIOLENCE PREVENTION, INTERVENTION, AND REDUCTION  
DEMONSTRATION GRANTS (\$100,000)**

BETWEEN



COOK COUNTY GOVERNMENT

JUSTICE ADVISORY COUNCIL OF COOK COUNTY

AND

WESTSIDE HEALTH AUTHORITY

CONTRACT NO. 1553-14558D

**APPROVED BY THE BOARD OF  
COOK COUNTY COMMISSIONERS**

**FEB 10 2016**

# PROFESSIONAL SERVICES AGREEMENT

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**List of Exhibits**

Exhibit 1	Scope of Services
Exhibit 2	Schedule of Compensation
Exhibit 3	Evidence of Insurance
Exhibit 4	Identification of Subcontractor/Supplier/Subconsultant Form
Exhibit 5	MBE/WBE Utilization Plan
Exhibit 6:	Economic Disclosure Statement

**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 Westside Health Authority, doing business as a Not-for-Profit of the State of Illinois, hereinafter referred to as "Consultant", pursuant to authorization by the Cook County Chief Procurement Officer.

**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 Consultant was selected based on the proposal submitted and evaluated by the County representatives.*

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

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

**TERMS AND CONDITIONS**

**ARTICLE 1) INCORPORATION OF BACKGROUND**

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

**ARTICLE 2) DEFINITIONS**

a) Definitions

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

"**Additional Services**" means those services which are within the general scope of Services of this Agreement, but beyond the description of services required under Article 3, and all services reasonably necessary to complete the Additional Services to the standards of performance required by this Agreement. Any Additional Services requested by the Using Agency require the approval of the Chief Procurement Officer in a written amendment to this Agreement before Consultant is obligated to perform those Additional Services and before the County becomes obligated to pay for those Additional Services.

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

"**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.

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

"**Using Agency**" shall mean the department of agency within Cook County including elected officials.

**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 tables 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	Identification of Subcontractor/Supplier/Subconsultant Form
Exhibit 5	MBE/WBE Utilization Plan
Exhibit 6:	Economic Disclosure Statement

**ARTICLE 3) DUTIES AND RESPONSIBILITIES OF CONSULTANT**

a) **Scope of Services**

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

b) **Deliverables**

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

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

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

**c) Standard of Performance**

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

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

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

**d) Personnel**

**i) Adequate Staffing**

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

ii) **Key Personnel**

Consultant must not reassign or replace Key Personnel without the written consent of the County, which consent the County will not unreasonably withhold. "**Key Personnel**" means those job titles and the persons assigned to those positions in accordance with the provisions of this Section 3.d(ii). The Using Agency may at any time in writing notify Consultant that the County will no longer accept performance of Services under this Agreement by one or more Key Personnel listed. Upon that notice Consultant must immediately suspend the services of the key person or persons and must replace him or them in accordance with the terms of this Agreement. A list of Key Personnel is found in Exhibit 1, Scope of Services.

iii) **Salaries and Wages**

Consultant and Subconsultants must pay all salaries and wages due all employees performing Services under this Agreement unconditionally and at least once a month without deduction or rebate on any account, except only for those payroll deductions that are mandatory by law or are permitted under applicable law and regulations. If in the performance of this Agreement Consultant underpays any such salaries or wages, the Comptroller for the County may withhold, out of payments due to Consultant, an amount sufficient to pay to employees underpaid the difference between the salaries or wages required to be paid under this Agreement and the salaries or wages actually paid these employees for the total number of hours worked. The amounts withheld may be disbursed by the Comptroller for and on account of Consultant to the respective employees to whom they are due. The parties acknowledge that this Section 3.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 Owned Business Enterprises Commitment**

Minority and Women Owned 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. **There is a zero percent (0%) MBE/WBE goal for this contract.**

**f) Insurance**

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

**i) Insurance To Be Provided**

(1) Workers Compensation and Employers Liability

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

(2) Commercial General Liability (Primary and Umbrella)

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

Subconsultants performing Services for Consultant must maintain limits of not less than \$1,000,000 with the same terms in this Section 3.i(2).

(3) Automobile Liability (Primary and Umbrella)

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

(4) Professional Liability

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

Subconsultants performing Services for Consultant must maintain limits of not less than \$1,000,000 with the same terms in this Section 3.i(4).

(5) Valuable Papers

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

ii) **Additional Requirements**

(1) Consultant must furnish the County of Cook, Cook County, Office of the Chief Procurement Officer, 118 N, Clark St., Room 1018, Chicago, IL 60602, original Certificates of Insurance, or such similar evidence, to be in force on the date of this Agreement, and Renewal Certificates of Insurance, or such similar evidence, if the coverages have an expiration or renewal date occurring during the term of this Agreement. Consultant must submit evidence of insurance on the County Insurance Certificate Form (copy attached as Exhibit 3) or equivalent prior to the effective date of the Agreement. The receipt of any certificate does not constitute agreement by the County that the insurance requirements in this Agreement have been fully met or that the insurance policies indicated on the certificate are in compliance with all Agreement requirements. The failure of the County to obtain certificates or other insurance evidence from Consultant is not a waiver by the County of any requirements for Consultant to obtain and maintain the specified coverages. Consultant must advise all insurers of the provisions in this Agreement regarding insurance. Non-conforming insurance does not relieve Consultant of the obligation to provide insurance as specified in this Agreement. Nonfulfillment of the insurance conditions may constitute a violation of this Agreement, and the County retains the right to terminate this Agreement or to suspend this Agreement until proper evidence of insurance is provided.

- (2) The insurance must provide for 60 days prior written notice to be given to the County in the event coverage is substantially changed, canceled or non-renewed. All deductibles or self-insured retentions on referenced insurance coverages must be borne by Consultant. Consultant agrees that insurers waive their rights of subrogation against the County of Cook, its employees, elected officials, agents or representatives.
- (3) The coverages and limits furnished by Consultant in no way limit Consultant's liabilities and responsibilities specified within this Agreement or by law. Any insurance or self-insurance programs maintained by the County of Cook apply in excess of and do not contribute with insurance provided by Consultant under this Agreement.
- (4) The required insurance is not limited by any limitations expressed in the indemnification language in this Agreement or any limitation placed on the indemnity in this Agreement given as a matter of law.
- (5) Consultant must require all Subconsultants to provide the insurance required in this Agreement, or Consultant may provide the coverages for Subconsultants. All Subconsultants are subject to the same insurance requirements as Consultant unless otherwise specified in this Agreement. If Consultant or Subconsultant desires additional coverages, the party desiring the additional coverages is responsible for its acquisition and cost.
- (6) The County's Risk Management Office maintains the rights to modify, delete, alter or change these requirements. "**Risk Management Office**" means the Risk Management Office, which is under the direction of the Director of Risk Management and is charged with reviewing and analyzing insurance and related liability matters for the County.

**g) Indemnification**

The Consultant 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 Consultant, or the acts or omissions of the officers, agents, employees, Consultants, subconsultants, licensees or invitees of the Consultant. The Consultant expressly understands and agrees that any Performance Bond or insurance protection required of the Consultant, or otherwise provided by the Consultant, shall in no way limit the responsibility to indemnify the County as hereinabove provided.

**h) Confidentiality and Ownership of Documents**

Consultant acknowledges and agrees that information regarding this Contract is confidential and shall not be disclosed, directly, indirectly or by implication, or be used by Consultant in any way, whether during the term of this Contract or at any time thereafter, except solely as required in the course of Consultant's performance hereunder. Consultant 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. Consultant 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 Consultant 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 Consultant 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 Consultant's own purposes or for those of any third party. During the performance of the Contract Consultant shall be responsible of any loss or damage to the Documents while they are in Consultant's possession, and any such loss or damage shall be restored at the expense of the Consultant. 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, Consultant shall furnish the Chief Procurement Officer with all licenses required for the County to utilize any software, including firmware or middleware, provided by Consultant as part of the Deliverables. Such licenses shall be clearly marked with a reference to the number of this County Contract. Consultant 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.

Consultant agrees to hold harmless and indemnify the County, its officers, agents, employees and affiliates from and defend, as permitted by Illinois law, at its own expense (including reasonable attorneys', accountants' and consultants' fees), any suit or proceeding brought against County based upon a claim that the ownership and/or use of equipment, hardware and software or any part thereof provided to the County or utilized in performing Consultant'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, Consultant with all reasonable speed and due diligence shall provide or otherwise secure for County, at the Consultant'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 Consultant 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 Consultant 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 Consultant related to the Contract, or to Consultant's compliance with any term, condition or provision thereof. The Consultant shall be responsible for establishing and maintaining records sufficient to document the costs associated with performance under the terms of this Contract.

The Consultant 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 compliance with any term, condition or provision thereunder or under the Contract.

In the event the Consultant receives payment under the Contract, reimbursement for which is later disallowed by the County, the Consultant 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 Consultant under any contract with the County.

To the extent this Contract pertains to Deliverables which may be reimbursable under the Medicaid or Medicare Programs, Consultant 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 Consultant 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, Consultant 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 Consultant from its obligations or change the terms of the Contract. The Consultant 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 Consultant shall have no effect on the County and are null and void.

Prior to the commencement of the Contract, the Consultant 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 by completing the Identification of Subcontractor/Supplier/Subconsultant Form ("ISF"). The Chief Procurement Officer shall have the right to disapprove any Subcontractor. All Subcontractors shall be subject to the terms of this Contract. Consultant 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 Consultant must disclose the name and business address of each Subcontractor, attorney, lobbyist, accountant, consultant and any other person or entity whom the Consultant 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 Consultant is not required to disclose employees who are paid or estimated to be paid. The Consultant is not required to disclose employees who are paid solely through the Consultant'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 Consultant is uncertain whether a disclosure is required under this Section, the Consultant 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 Consultants and Subcontractor of the Consultant 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 Consultants 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 Consultant 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 Consultant or provider to provide an annual performance report will be considered a breach of contract or agreement by the Consultant 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 Cook County Board and its term shall begin on February 1, 2016 ("**Effective Date**") and continue until January 31, 2017 or until this Agreement is terminated in accordance with its terms, whichever occurs first.

**b) Timeliness of Performance**

- i) Consultant must provide the Services and Deliverables within the term and within the time limits required under this Agreement, pursuant to the provisions of Section 4.a and Exhibit 1. Further, Consultant acknowledges that TIME IS OF THE ESSENCE and that the failure of Consultant to comply with the time limits described in this Section 4.b may result in economic or other losses to the County.
- ii) Neither Consultant nor Consultant's agents, employees nor Subcontractors are entitled to any damages from the County, nor is any party entitled to be reimbursed by the County, for damages, charges or other losses or expenses incurred by Consultant by reason of delays or hindrances in the performance of the Services, whether or not caused by the County.

**c) Agreement Extension Option**

The Chief Procurement Officer may at any time before this Agreement expires elect to extend this contract under the same terms and conditions as this original Agreement, except as provided otherwise in this Agreement, by notice in writing to Consultant. After notification by the 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 Consultant according to the Schedule of Compensation in the attached Exhibit 2 for the successful completion of services.

**b) Method of Payment**

All invoices submitted by the Consultant shall be in accordance with the cost provisions contained in the Agreement and shall contain a detailed description of the Deliverables, including the quantity of the Deliverables, for which payment is requested. All invoices for services shall include itemized entries indicating the date or time period in which the services were provided, the amount of time spent performing the services, and a detailed description of the services provided during the period of the invoice. All invoices shall reflect the amounts invoiced by and the amounts paid to the Consultant as of the date of the invoice. Invoices for new charges shall not include "past due" amounts, if any, which amounts must be set forth on a separate invoice. Consultant shall not be entitled to invoice the County for any late fees or other penalties.

In accordance with Section 34-177 of the Cook County Procurement Code, the County shall have a right to set off and subtract from any invoice(s) or Contract price, a sum equal to any fines and penalties, including interest, for any tax or fee delinquency and any debt or obligation owed by the Consultant to the County.

The Consultant acknowledges its duty to ensure the accuracy of all invoices submitted to the County for payment. By submitting the invoices, the Consultant certifies that all itemized entries set forth in the invoices are true and correct. The Consultant acknowledges that by submitting the invoices, it certifies that it has delivered the Deliverables, i.e., the goods, supplies, services or equipment set forth in the Agreement to the Using Agency, or that it has properly performed the services set forth in the Agreement. The invoice must also reflect the dates and amount of time expended in the provision of services under the Agreement. The Consultant acknowledges that any inaccurate statements or negligent or intentional misrepresentations in the invoices shall result in the County exercising all remedies available to it in law and equity including, but not limited to, a delay in payment or non-payment to the Consultant, and reporting the matter to the Cook County Office of the Independent Inspector General.

When a Consultant receives any payment from the County for any supplies, equipment, goods, or services, it has provided to the County pursuant to its Agreement, the Consultant must make payment to its Subcontractors within 15 days after receipt of payment from the County, provided that such Subcontractor has satisfactorily provided the supplies, equipment, goods or services in accordance with the Contract and provided the Consultant with all of the documents and information required of the Consultant. The Consultant may delay or postpone payment to a Subcontractor when the Subcontractor's supplies, equipment, goods, or services do not comply with the requirements of the Contract, the Consultant is acting in good faith, and not in retaliation for a Subcontractor exercising legal or contractual rights.

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

**e) Taxes**

Federal Excise Tax does not apply to materials purchased by the County by virtue of Exemption Certificate No. 36-75-0038K. Illinois Retailers' Occupation Tax, Use Tax and Municipal Retailers' Occupation Tax do not apply to deliverables, materials or services purchased by the County by virtue of statute. The price or prices quoted herein shall include any and all other federal and/or state, direct and/or indirect taxes which apply to this Contract. The County's State of Illinois Sales Tax Exemption Identification No. is E-9998-2013-07.

**f) Price Reduction**

If at any time after the contract award, Consultant 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 Consultant 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 Consultant makes in the price of the Deliverables to its prospective customers generally.

**g) Consultant Credits**

To the extent the Consultant 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 Agency. Consultant 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 Consultant 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 Consultant. 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, Consultant 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) COOPERATION WITH INSPECTOR GENERAL AND COMPLIANCE WITH ALL LAWS**

The Consultant, Subcontractor, licensees, grantees or persons or businesses who have a County contract, grant, license, or certification of eligibility for County contracts shall abide by all of the applicable provisions of the Office of the Independent Inspector General Ordinance (Section 2-281 et. seq. of the Cook County Code of Ordinances). Failure to cooperate as required may result in monetary and/or other penalties.

The Consultant 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 Consultant's employees, agents or Subcontractor shall be the responsibility of the Consultant.

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

**ARTICLE 8) SPECIAL CONDITIONS**

**a) Warranties and Representations**

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

- i) warrants that Consultant is appropriately licensed under Illinois law to perform the Services required under this Agreement and will perform no Services for which a professional license is required by law and for which Consultant is not appropriately licensed;
- ii) warrants it is financially solvent; it and each of its employees, agents and Subcontractors of any tier are competent to perform the Services required under this Agreement; and Consultant is legally authorized to execute and perform or cause to be performed this Agreement under the terms and conditions stated in this Agreement;
- iii) warrants that it will not knowingly use the services of any ineligible consultant or Subcontractor for any purpose in the performance of its Services under this Agreement;

- iv) warrants that Consultant and its Subcontractors are not in default at the time this Agreement is signed, and has 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 Consultant warrants it can and will perform, or cause to be performed, the Services in strict accordance with the provisions and requirements of this Agreement;
- vi) represents that Consultant and, to the best of its knowledge, its Subcontractors are not in violation of the provisions of the Illinois Criminal Code, 720 ILCS 5/33E as amended; and
- 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**

- i) In addition to the foregoing warranties and representations, Consultant warrants:
  - (1) no officer, agent or employee of the County is employed by Consultant or has a financial interest directly or indirectly in this Agreement or the compensation to be paid under this Agreement except as may be permitted in writing by the Board of Ethics.
  - (2) no payment, gratuity or offer of employment will be made in connection with this Agreement by or on behalf of any Subcontractors to the prime Consultant or higher tier Subcontractors or anyone associated with them, as an inducement for the award of a subcontract or order.

**c) Joint and Several Liability**

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

d) **Business Documents**

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

e) **Conflicts of Interest**

- i) No member of the governing body of the County or other unit of government and no other officer, employee or agent of the County or other unit of government who exercises any functions or responsibilities in connection with the Services to which this Agreement pertains is permitted to have any personal interest, direct or indirect, in this Agreement. No member of or delegate to the Congress of the United States or the Illinois General Assembly and no Commissioner of the Cook County Board or County employee is allowed to be admitted to any share or part of this Agreement or to any financial benefit to arise from it.
- ii) Consultant covenants that it, and to the best of its knowledge, its Subcontractors if any (collectively, "**Consulting Parties**"), presently have no direct or indirect interest and will not acquire any interest, direct or indirect, in any project or contract that would conflict in any manner or degree with the performance of its Services under this Agreement.
- iii) Upon the request of the County, Consultant must disclose to the County its past client list and the names of any clients with whom it has an ongoing relationship. Consultant is not permitted to perform any Services for the County on applications or other documents submitted to the County by any of Consultant's past or present clients. If Consultant becomes aware of a conflict, it must immediately stop work on the assignment causing the conflict and notify the County.
- iv) Without limiting the foregoing, if the Consulting Parties assist the County in determining the advisability or feasibility of a project or in recommending, researching, preparing, drafting or issuing a request for proposals or bid specifications for a project, the Consulting Parties must not participate, directly or indirectly, as a prime, Subcontractor or joint venturer in that project or in the preparation of a proposal or bid for that project during the term of this Agreement or afterwards. The Consulting Parties may, however, assist the County in reviewing the proposals or bids for the project if none of the Consulting Parties have a relationship with the persons or entities that submitted the proposals or bids for that project.

- v) The Consultant further covenants that, in the performance of this Agreement, no person having any conflicting interest will be assigned to perform any Services or have access to any confidential information, as defined in Section 3.h of this Agreement. If the County, by the Chief Procurement Officer in his reasonable judgment, determines that any of Consultant's Services for others conflict with the Services Consultant is to render for the County under this Agreement, Consultant must terminate such other services immediately upon request of the County.
- vi) Furthermore, if any federal funds are to be used to compensate or reimburse Consultant under this Agreement, Consultant represents that it is and will remain in compliance with federal restrictions on lobbying set forth in Section 319 of the Department of the Interior and Related Agencies Appropriations Act for Fiscal year 1990, 31 U.S.C. § 1352, and related rules and regulations set forth at 54 Fed. Reg. 52,309 ff. (1989), as amended. If federal funds are to be used, Consultant must execute a Certification Regarding Lobbying, which will be attached as an exhibit and incorporated by reference as if fully set forth here.

**f) Non-Liability of Public Officials**

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

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

**a) Events of Default Defined**

The following constitute events of default:

- i) Any material misrepresentation, whether negligent or willful and whether in the inducement or in the performance, made by Consultant to the County.
- ii) Consultant's material failure to perform any of its obligations under this Agreement including the following:
  - (a) Failure due to a reason or circumstances within Consultant's reasonable control to perform the Services with sufficient personnel and equipment or with sufficient material to ensure the performance of the Services;

- (b) Failure to perform the Services in a manner reasonably satisfactory to the 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 Consultant's reasonable control; and
  - (e) Failure to comply with any other material term of this Agreement, including the provisions concerning insurance and nondiscrimination.
- iii) Any change in ownership or control of Consultant without the prior written approval of the Chief Procurement Officer, which approval the Chief Procurement Officer will not unreasonably withhold.
  - iv) Consultant's default under any other agreement it may presently have or may enter into with the County during the life of this Agreement. Consultant acknowledges and agrees that in the event of a default under this Agreement the County may also declare a default under any such other Agreements.
  - v) Failure to comply with Article 7 in the performance of the Agreement.
  - vi) Consultant's repeated or continued violations of County ordinances unrelated to performance under the Agreement that in the opinion of the 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 Consultant in default. The Chief Procurement Officer may in his sole discretion give Consultant an opportunity to cure the default within a certain period of time, which period of time must not exceed 30 days, unless extended by the Chief Procurement Officer. Whether to declare Consultant 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 Consultant written notice of the default, either in the form of a cure notice ("**Cure Notice**"), or, if no opportunity to cure will be granted, a default notice ("**Default Notice**"). If the 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 Consultant fails to affect a cure within the cure period given in a Cure Notice. When a Default Notice with intent to terminate is given as provided in this Section 9.b and Article 11, Consultant must discontinue any Services, unless otherwise directed in the notice, and deliver all materials accumulated in the performance of this Agreement, whether completed or in the process, to the County. After giving a Default Notice, the County may invoke any or all of the following remedies:

- i) The right to take over and complete the Services, or any part of them, at Consultant's expense and as agent for Consultant, either directly or through others, and bill Consultant for the cost of the Services, and Consultant must pay the difference between the total amount of this bill and the amount the County would have paid Consultant under the terms and conditions of this Agreement for the Services that were assumed by the County as agent for the Consultant under this Section 9.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 Consultant's compensation under this Agreement;
- vi) The right to consider Consultant non-responsible in future contracts to be awarded by the County.

If the 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 Consultant to continue to provide the Services despite one or more events of default, Consultant is in no way relieved of any of its responsibilities, duties or obligations under this Agreement, nor does the County waive or relinquish any of its rights.

The remedies under the terms of this Agreement are not intended to be exclusive of any other remedies provided, but each and every such remedy is cumulative and is in addition to any other remedies, existing now or later, at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any event of default impairs any such right or power, nor is it a waiver of any event of default nor acquiescence in it, and every such right and power may be exercised from time to time and as often as the County considers expedient.

**c) Early Termination**

In addition to termination under Sections 9.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 Consultant. The County will give notice to Consultant in accordance with the provisions of Article 11. The effective date of termination will be the date the notice is received by Consultant or the date stated in the notice, whichever is later. If the County elects to terminate this Agreement in full, all Services to be provided under it must cease and all materials that may have been accumulated in performing this Agreement, whether completed or in the process, must be delivered to the County effective 10 days after the date the notice is considered received as provided under Article 11 of this Agreement (if no date is given) or upon the effective date stated in the notice.

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

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

If the County's election to terminate this Agreement for default under Sections 9.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 Consultant suspend its Services, or any part of them, by giving 15 days prior written notice to Consultant or upon informal oral, or even no notice, in the event of emergency. No costs incurred after the effective date of such suspension are allowed. Consultant must promptly resume its performance of the Services under the same terms and conditions as stated in this Agreement upon written notice by the Chief Procurement Officer and such equitable extension of time as may be mutually agreed upon by the Chief Procurement Officer and Consultant when necessary for continuation or completion of Services. Any additional costs or expenses actually incurred by Consultant as a result of recommencing the Services must be treated in accordance with the compensation provisions under Article 5 of this Agreement.

No suspension of this Agreement is permitted in the aggregate to exceed a period of 45 days within any one year of this Agreement. If the total number of days of suspension exceeds 45 days, Consultant by written notice may treat the suspension as an early termination of this Agreement under Section 9.c.

**e) Right to Offset**

In connection with performance under this Agreement, the County may offset any excess costs incurred:

- i) if the County terminates this Agreement for default or any other reason resulting from Consultant's performance or non-performance;
- ii) if the County exercises any of its remedies under Section 9.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, Consultant is liable for and must promptly remit to the County the balance upon written demand for it. This right to offset is in addition to and not a limitation of any other remedies available to the County.

**f) Delays**

Consultant agrees that no charges or claims for damages shall be made by Consultant 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, Consultant shall refund to the County, on a prorated basis to the effective date of termination, all amounts prepaid for Deliverables not actually provided as of the effective date of the termination. The refund shall be made within fourteen (14) days of the effective date of termination.

**ARTICLE 10) GENERAL CONDITIONS**

**a) Entire Agreement**

**i) General**

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

**ii) No Collateral Agreements**

Consultant acknowledges that, except only for those representations, statements or promises expressly contained in this Agreement and any exhibits attached to it and incorporated by reference in it, no representation, statement or promise, oral or in writing, of any kind whatsoever, by the County, its officials, agents or employees, has induced Consultant to enter into this Agreement or has been relied upon by Consultant, including any with reference to:

- (a) the meaning, correctness, suitability or completeness of any provisions or requirements of this Agreement;
- (b) the nature of the Services to be performed;
- (c) the nature, quantity, quality or volume of any materials, equipment, labor and other facilities needed for the performance of this Agreement;
- (d) the general conditions which may in any way affect this Agreement or its performance;
- (e) the compensation provisions of this Agreement; or
- (f) any other matters, whether similar to or different from those referred to in (a) through (e) immediately above, affecting or having any connection with this Agreement, its negotiation, any discussions of its performance or those employed or connected or concerned with it.

iii) **No Omissions**

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

b) **Counterparts**

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

c) **Contract Amendments**

The parties may during the term of the Contract make amendments to the Contract but only as provided in this section. Such 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 Using Agency or employee thereof has authority to make any amendments to this Contract. Any amendments to this Contract made without the express written approval of the Chief Procurement Officer is void and unenforceable.

Consultant is hereby notified that, except for amendments which are made in accordance with this Section 10.c. Contract Amendments, no Using Agency or employee thereof has authority to make any 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 Consultant 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 Consultant consents and submits to the jurisdiction thereof. In accordance with these provisions, Consultant waives any right it may have to transfer or change the venue of any litigation brought against it by the County pursuant to this Contract.

**e) Severability**

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

**f) Assigns**

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

**g) Cooperation**

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

**h) Waiver**

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

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

**i) Independent Consultant**

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

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

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

**j) Governmental Joint Purchasing Agreement**

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

In the event that other agencies participate in a joint procurement, the County reserves the right to renegotiate the price to accommodate the larger volume.

**k) Comparable Government Procurement**

As permitted by the County of Cook, other government entities, if authorized by law, may wish to purchase the goods, supplies, services or equipment under the same terms and conditions contained in this Contract (i.e., comparable government procurement). Each entity wishing to reference this Contract must have prior authorization from the County of Cook and the Consultant. If such participation is authorized, all purchase orders will be issued directly from and shipped directly to the entity requiring the goods, supplies, equipment or services supplies/services. The County shall not be held responsible for any orders placed, deliveries made or payment for the goods, supplies, equipment or services supplies/services ordered by these entities. Each entity reserves the right to determine the amount of goods, supplies, equipment or services it wishes to purchase under this Contract.

**l) Force Majeure**

Neither Consultant nor County shall be liable for failing to fulfill any obligation under this Contract if such failure is caused by an event beyond such party's reasonable control and which is not caused by such party's fault or negligence. Such events shall be limited to acts of God, acts of war, fires, lightning, floods, epidemics, or riots.

**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: Lanetta Haynes Turner

and

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

If to Consultant: Westside Health Authority  
5417 West Division Street  
Chicago, Illinois 60651  
Attention: Morris Reed, Chief Executive Officer

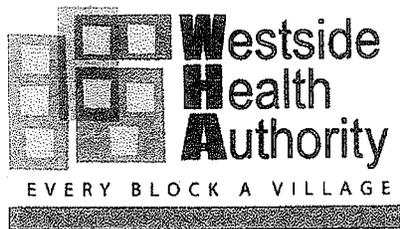
Changes in these addresses must be in writing and delivered in accordance with the provisions of this Article 11. Notices delivered by mail are considered received three days after mailing in accordance with this Article 11. Notices delivered personally are considered effective upon receipt. Refusal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

**ARTICLE 12) AUTHORITY**

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

EXHIBIT 1

Scope of Services



May 4, 2015

**Shannon E. Andrews**

Office of the Chief Procurement Officer, Cook County Building  
118 North Clark Street, Room 1018  
Chicago, IL. 60602

**RE: Violence Prevention, Intervention, and Reduction Demonstration Grant (\$100,000) (RFP NO. 1553-14558)**

Westside Health Authority (WHA) seeks a \$100,000 grant in order to implement "**Band of Brothers**" (**B.O.B**), a violence intervention initiative targeting the Austin and surrounding areas most violent prone population—African American male youth aged 16-24 that are gang affiliated, justice involved (2 or more arrests), and/or adjudicated from Cook County courts. Additionally, the targeted population will either (1) have a violent background or (2) the propensity to commit a violent act demonstrated by court ordered anger management or mental health counseling as a condition of parole. WHA will carefully recruit 3 separate cohorts of eligible youth, each cohort consisting of 12-15 youth each.

WHA is fully committed to honoring all aspects of the attached proposal including the services proposed at the price and within the schedule proposed.

**WHA team members for the proposed project include:**

Morris Reed, JD, CEO  
Tina Chenault, MSW, Youth Life Enrichment Center  
David Wise, Program Coordinator/Lead Mentor  
Julia Flowers, Youth Employment Specialist  
Laverne Hollins, Counselor  
TBH- Mentor

If you have any questions, I can be reached at 773-378-1878.

Sincerely,

A handwritten signature in black ink, appearing to read "Morris Reed", is written over a faint, larger version of the same signature.

**Morris Reed, CEO Westside Health Authority**



**Illinois Department of Revenue**

Office of Local Government Services  
Sales Tax Exemption Section, 3-520  
101 W. Jefferson Street  
Springfield, Illinois 62702  
217 782-8881

December 13, 2013

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

WESTSIDE HEALTH AUTHORITY  
5417 W DIVISION

CHICAGO IL 60651

We have received your recent letter; and based on the information you furnished, we believe

WESTSIDE HEALTH AUTHORITY  
of  
CHICAGO, IL

is organized and operated exclusively for charitable purposes.

Consequently, sales of any kind to this organization are exempt from the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax in Illinois.

We have issued your organization the following tax exemption identification number: E9957-2052-05. To claim the exemption, you must provide this number to your suppliers when purchasing tangible personal property for organizational use. This exemption may not be used by individual members of the organization to make purchases for their individual use.

This exemption will expire on January 1, 2019, unless you apply to the Illinois Department of Revenue for renewal at least three months prior to the expiration date.

Office of Local Government Services  
Illinois Department of Revenue

### **Section C: Agency Description**

Westside Health Authority (**WHA**) is a 501(c) (3) community-based organization, which was founded in 1988, and incorporated in 1990 with a broad base of membership support from hospitals, clinics, social service organizations, churches and community residents. Headquartered in the Austin Community, located on Chicago's far Westside, WHA's mission is to use the capacity of local people to improve the health and well-being of Westside residents. WHA has four divisions with 29 employees. Divisions include the Community Re-entry & Employment Center (CREC), the Youth Life Enrichment Center, Healthy Lifestyles Center and Community Development Center. WHA has six office locations and serves more than 22,000 individuals and families annually.

The **CREC** helps the formerly incarcerated residents of Chicago successfully reintegrate back into their community by offering and providing for the supportive services, job readiness training, vocational training and employment needs of its clients. These services are also offered to veterans, handicapped, homeless and unemployed residents of Chicago. A "one-stop" center, the CREC is often a first stop destination for many offenders upon release with a comprehensive menu of services offered to clients onsite and through WHA's collaboration with 40 community based partnerships through CSAC, or the Community Support Advisory Council. WHA's CREC serves approximately 3500 new residents annually, with more than 13,000 client visits per year.

The **Youth Life Enrichment Center** provides a safe place for disengaged (out of school, unemployed, court involved and/or at risk) young adults (aged 14-24) to set a path for future success. The Youth Life Center programming focus is on providing *practical* life skills support while building positive trusting relationships with youth; promoting the importance of positive community engagement and advocating for community improvement. Programs activities include: curriculum based training life skills education and development; development and implementation of individual success plans; supportive services, job readiness training, vocational training and employment assistance; positive adult mentoring- in 5 area high

schools and on site; on site GED preparation (through partnership with Malcolm x College); service learning; cultural & artistic activities; technology; tutoring and social development; and an established Youth Leadership Council. Youth Life Center serves approximately 1200 teens and young adults per year.

**Healthy Lifestyles** promotes healthy behaviors to enhance the overall health and well-being of the community. Some of the many programs offered include *Body & Soul*- a diabetes prevention and reduction initiative focused on nutrition and fitness; *Fit Families*- a healthy lifestyles program with a focus on family activity; lead prevention education & awareness; *Move n Crunch*- a school based program focusing on elementary aged children nutrition and fitness; body talk; cooking matters and community-based participatory research.

**Community Development** is involved with violence reduction initiatives, working closely with John Jay College and the Chicago Police Department in the Chicago's Violence Reduction Strategy (VRS). Also, WHA staff participates in the Project Safe Neighborhood Program. Moreover, Community Development is involved with fighting workplace discrimination against minorities and individuals with a felony background

Since 1990, WHA has had extensive experience with workforce, youth, health, violence reduction, weed and seed, technology, exoffender recidivism reduction, and other grants through the City of Chicago, Cook County, Justice Advisory Council, State of Illinois and Federal government. In every grant, WHA has demonstrated a successful track record in achieving grant benchmarks. For instance, in the 2013 Cook County Recidivism Reduction Demonstration Grant, WHA enrolled 107 participants with a benchmark of 100, placed 37 into jobs with a benchmark of 25 and had a recidivism rate of 1% with a benchmark of 10% or less. Through the first 6 months of the \$100,000 2014 Recidivism Reduction Grant, WHA has enrolled 43 participants with an annual benchmark of 75 participants, placed 10 into jobs with an annual benchmark of 25 and had recidivism rate less than 1% with a benchmark of 10% or less. In addition, for the \$100,000 2014 Recidivism Reduction Grant, WHA introduced onsite anger management, substance abuse and mental health counseling which has impacted participant recidivism rate.

## Section D: Executive Summary & Agency Organization Chart

Westside Health Authority (WHA) is enthusiastically requesting the support of the Justice Advisory Council of Cook County to implement the innovative "**Band of Brothers**" project. This project was carefully designed to include a comprehensive set of services in order to intervene on the County's most highly prone violent population-- African American male youth aged 16-24 living in and around the Austin Community of Chicago that are gang affiliated, justice involved (2 or more arrests), and/or adjudicated from Cook County courts. Additionally, the targeted population will either (1) have a violent background or (2) the propensity to commit a violent act demonstrated by court ordered anger management or mental health counseling as a condition of parole.

The scope of programming for this expanded service project will include **onsite**: intensive youth mentoring; development and concentrated skills training; GED preparation classes; anger management, mental health, substance abuse and cognitive behavioral therapy; social change worksite placement, and the development and implementation of IEP's (Individual Employment Plans) for up to 45 violent prone justice involved youth aged 16-24.

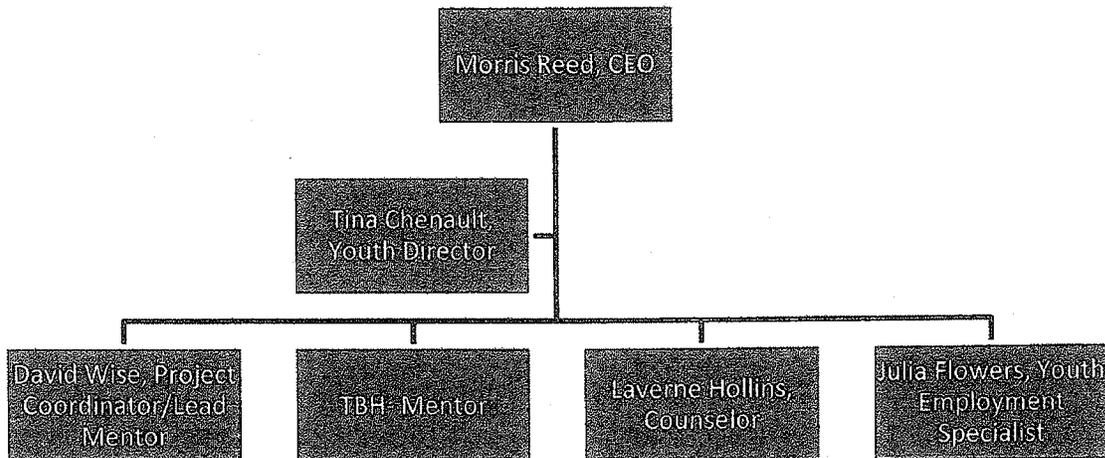
This project will also fund the "**Fresh Start**" Youth Male Retreat. This offsite overnight retreat will give participants the opportunity to retreat from the pressures of their immediate (oftentimes toxic) environments in order to plan and focus on their future success without outside distractions.

WHA recognizes the industry wide difficulty in proving effectiveness of social programs in reducing the *overall* rate of violence and crime in our communities. It is difficult to determine what crime was "prevented" or averted through social services. This project, will however, seek to rigorously evaluate the specific outcomes of these 45 highly violent prone individuals in similar ways that WHA was able to evaluate the outcomes of individuals served through WHA's Cook County Recidivism Reduction program in which

Recidivism Rates for participants was under 10% (compared to a County average of over 53%). In order to do this, WHA will develop an evaluation tool which will capture valuable inputs and tracking of program participants, and will provide evidence to allow for greater and diverse future funding. Program evaluation and impact will be under the advisory of the University of Illinois Office of Community Engagement and Neighborhood Health Partnerships (OCEAN-HP) and will be designed by the IT firm, NeTTelligence Inc.

The proposed program is built from over 20 year's experience of WHA servicing this highly vulnerable population and includes all aspects of intervention required in order to change perceptions and behavioral patterns of this targeted group. WHA recognizes the challenges faced by these youth and has the compassion, the experience, and the community based infrastructure needed in order to provide these intensive services.

**Key Personnel and B.O.B. Organization Chart:**



## **Section E: Description of Problem**

WHA seeks to reduce violence, particularly homicides, in the Austin and surrounding far Westside communities of Chicago and nearby Western suburbs of Maywood, Broadview, and Bellwood, by engaging and supporting youth aged 16-24 that are gang affiliated, justice involved (2 or more arrests), and/or adjudicated from Cook County courts, that either have a violent background or the propensity to commit a violent act demonstrated by court ordered anger management or mental health counseling as a condition of parole.

Of Chicago's 77 community areas, Austin ranks in the top 5 for violent crimes (Chicago Tribune, 2015). Violent crimes are described by acts such as robbery, battery, assault, homicide, and sexual assault. Of the violent crimes listed, WHA is particularly interested in deterring homicide in the under 25 year old population. **Currently, the Austin community has the highest number of homicides among Cook County community groups with a total of 37 homicides in 2014 (Chicago Tribune, 2015).** A majority of the violent crimes that occur in Austin takes place on sidewalks (Chicago Tribune, 2015), thus proving that community violence, particularly among youth, is a major concern in Austin.

With youth violence as the third leading cause of death for youth between the ages of 15-24 (Centers for Disease Control and Prevention, 2015; CDC), youth violence is also a major public health concern. The impact of exposure to violence is widespread and affects the health and well-being of youth throughout their lifespan. There are several risk factors for youth violence including association with delinquent peers, poor academic achievement, and poor family functioning (CDC, 2015). Research has found that association with delinquent peers is positively correlated with gang membership (Lenzi et al, 2014), which, in turn, leads to increased exposure to youth violence. Gang membership is a critical environmental risk factor, especially among impressionable youth in disparate urban areas, **who tend to join gangs for much needed financial, social, and emotional support.** Exposure to violence has also been found to predict poor grades in schools (Patton, Woolley, & Hong, 2012). For example, in their study of African

American males, Patton, Woolley, & Hong (2012) found that exposure to violence indirectly predicted lower academic success. Lastly, research has also found low levels of parental support and monitoring to be related to youth violence (Henneberger, Durkee, Truong, Atkins, & Tolan, 2013).

Homicide's impact is devastating to the community and to the individuals lives it particularly impacts. Youth homicide and non-fatal violence not only contribute greatly to the global burden of premature death, injury and disability, but also have a serious, often lifelong, impact on a person's psychological and social functioning. This can affect victims' families, friends and communities. Youth violence adds greatly to the costs of health, welfare and criminal justice services; reduces productivity; decreases the value of property; and generally undermines the fabric of society (World Health Organization, January 2015). Moreover, it breeds an environment of mistrust among neighbors, which ultimately dismantles community. Neighborhood bonds are very important in community stabilization, particularly in low income communities of color which have traditionally survived based on networks of people helping each other.

WHA has worked with at risk youth for many years, many released from Cook County jail. Once released this group seeks employment, supportive services and vocational training assistance through WHA's Community Re-entry & Employment Center (CREC) and Youth Life Enrichment Center. In particular, WHA has found the CCJ population extremely difficult to work with for numerous reasons: little/no work history, poor job skills/training, lack of education, lack of family/peer support systems, anger/authority issues, addictions, housing, restricted movement, CCJ mandated program requirements which preclude/hinder working a job, lack of motivation and other issues which create obstacles to successful re-entry and future. As such, WHA proposes to enact a successful coordinated, team approach of dedicated staff properly assessing, motivating, identifying and resolving clients' needs - successful outcomes can be achieved in terms of employment, job retention, social service issues resolution and recidivism rate reduction.

## **Section F: Description of Target Population**

For this initiative, WHA will target the Austin and surrounding areas most violent prone population—African American male youth aged 16-24 that are gang affiliated, justice involved (2 or more arrests), and/or adjudicated from Cook County courts. Additionally, the targeted population will either (1) have a violent background or (2) the propensity to commit a violent act demonstrated by court ordered anger management or mental health counseling as a condition of parole.

The Austin Community, located on the Far West Side of Chicago is the largest (by population) of the city's 77 officially defined community areas. Its southernmost border is at Roosevelt Road from Cicero Avenue west to Austin Boulevard. The northernmost portion, north of North Avenue, extends west to Harlem Avenue, abutting Elmwood Park. As of 2010 Census reports, Austin's population is 98,514 persons. The Austin community faces a variety of economic, health, and safety challenges. According to the Chicago Police Department Annual Report, Austin ranked first in murder (37); first in sexual assault (102), robbery (1,212) and aggravated assault (306).

Funding for youth specific programming is critical in the Austin community as 32.9% of the nearly 100,000 residents are under the age of 18. The majority of Austin's youth can be said to be "at-risk" as Austin ranks within the top ten communities in Illinois for high teenage birth rates, high crime statistics, and #1 in the State for returning exoffenders. The median age in Austin is just 29.5 years. The teen unemployment rate is 46.7% and 53% of the youth have not completed high school. The teen pregnancy rate is 25% and the infant mortality rate is 15.9%. Of the 32,411 youth 18 and under in Austin (32.9% of the population) an astounding 9,032 are homeless<sup>1</sup>. According to the University of Chicago Crime Lab, both

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<sup>1</sup> Chapin Hall Center for Children: *Chicago Children and Youth 1990-2010: Changing Population Trends and Their Implications for Services*

victims and offenders of gun violence are disproportionately likely to be young African American males who come from poor, single-parent households; and hail from the city's most disadvantaged neighborhoods.<sup>2</sup>

Exacerbating the community safety issue is the high number of ex-felons released into the Austin community. Austin ranks #1 in the State (Illinois), with more than 13,000 released prisoners, parolees and/or probationers (over 12% of the population). Austin lacks sufficient "safe places" that offer alternatives to the streets where gang and drug culture is prominent. Many youth believe there are few opportunities to break the mold of the despair they see on a daily basis. This leaves area youth without a place to feel welcomed with culturally competent staff to address the many social and developmental issues faced by youth that have grown to know and trust WHA as a community staple for over 25 years.

In addition to the many problems discussed above, the problem for Austin youth is exacerbated by the 2006 closing of Austin High -the only comprehensive public high school in the community. As a result, dropout rates and violent incidents have increased dramatically among area youth, who often times feel disconnected, undervalued, and disengaged from the community as a whole.

WHA has worked with at-risk youth for many years, many released and referred from Cook County jail and juvenile detention. In servicing this population, several obstacles exist including: little/no work history, poor job skills/training, lack of education, lack of family/peer support systems, anger/authority issues, addictions, housing, restricted movement, CCJ mandated program requirements which preclude/hinder working a job, lack of motivation and other issues which create obstacles to successful re-entry and future. As such, WHA proposes to enact a successful coordinated, team approach of dedicated staff properly assessing, motivating, identifying and resolving clients' needs – resulting in reduced violence while producing successful outcomes for employment, job retention, and social service issues resolution for participants.

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<sup>2</sup> "Gun Violence Among School Age Children", University of Chicago, 2009

## **Section G: Proposed Program and Implementation Schedule**

Westside Health Authority (WHA) seeks a \$100,000 grant in order to implement “**Band of Brothers**” (B.O.B), a violence intervention initiative targeting the Austin and surrounding areas most violent prone population—African American male youth aged 16-24 that are gang affiliated, justice involved (2 or more arrests), and/or adjudicated from Cook County courts. Additionally, the targeted population will either (1) have a violent background or (2) the propensity to commit a violent act demonstrated by court ordered anger management or mental health counseling as a condition of parole. WHA will carefully recruit 3 separate cohorts of eligible youth, each cohort consisting of 12-15 youth each.

Youth recruited for this project will be deemed in need of more intensive services than “typical” clients, and this initiative will focus on those youth that are deeply entrenched in gang culture and have severe social, emotional, and economic barriers to employment. Youth that fit eligibility criteria described above will be recruited from WHA’s Community Reentry and Employment Center (CREC), WHA’s Youth Life Enrichment Center, referred by WHA’s Community Support Advisory Council community based partners, area schools, and direct referrals from the Cook County Juvenile Detention Center. Other eligible youth will have been arrested and referred by the City of Chicago Juvenile Intervention Support Center (JISC).

### **PROJECT SUMMARY**

#### **This Project will fund 3 initiatives:**

- 1) The scope of programming for this expanded service project will include: onsite intensive youth mentoring; development and concentrated skills training; GED preparation classes; anger management, mental health, substance abuse and cognitive behavioral therapy; social change worksite placement, and the development and implementation of IEP’s (Individual Employment Plans) for up to 45 violent prone justice involved youth aged 16-24.
- 2) This project will also fund the “Fresh Start” Youth Male Retreat. This offsite overnight retreat will give participants the opportunity to retreat from the pressures of their immediate (oftentimes toxic) environments in order to plan and focus on their future success without outside distractions.

- 3) Finally, the demonstration project will evaluate the effectiveness of this and other WHA programs and services aimed at this high risk population through the development of an evaluation tool which will capture valuable inputs and tracking of program participants, and will provide evidence to allow for greater and diverse future funding. Program evaluation and impact will be under the advisory of the University of Illinois Office of Community Engagement and Neighborhood Health Partnerships (OCEAN-HP) and will be designed by IT firm, NeTTelligence Inc.

### **Implementation Phases**

WHA proposes to implement **Band of Brothers (B.O.B)** - an enhanced program model focused on reducing violence by improving violent prone youth participants' functioning and behavior, developing skills for productive living within the community and engaging in behaviors that contribute to positive outcomes. WHA will conduct 3 separate cohorts with 15 youth per cohort, allowing for 45 youth to be served and results tracked. Each cohort activities will adhere to the following 15 week schedule:

- A. **Weeks 1 and 2: Cohort Development, Orientation, and Interactive Cognitive Skills Training:** Establishing trusting relationships among youth and with mentors is the basis of a successful outcome for individual participants as well as for the collective group. Youth will be engaged in various relationship and team building ice breaker exercises and encouraged to see themselves as part of a "**Band of Brothers**". Participants are encouraged to see themselves in the larger context of their community and are encouraged to build trusting bonds among each other. Youth will also receive practical life skills workshops (centered around the Civic Leadership Foundation's "Youth Working for Success" curriculum) focusing on training and developing social-cognitive skills such as conflict resolution, community building, impulse control, and future orientation. Enrollment period also includes general intake and orientation of program requirements. Youth will meet 5 days per week for 2 hours per day. Transportation assistance available to participants (\$30/bus pass x 2 weeks). Key personnel include Youth Director, Program Coordinator and Mentor.

**B. End of Week 2: "Fresh Start" Male Retreat**- Participants that successfully complete the first 2 weeks of training will be provided an opportunity to leave the confines of their communities (many for the first time in their lives) to clear their minds, focus their hearts, and to "step back" and re-examine goals, objectives, and strategies for future success. This 2 day/1night retreat, held 2 hours from the city of Chicago in a beautiful, sun-filled outdoor setting, will give youth the opportunity to retreat from the pressures of daily living and outside distractions while building enthusiasm and commitment about their future goals. The retreat will also develop a sense of shared experience and bonding upon the "Band of Brothers" to help them work together and gain a sense of shared success. Each Retreat (one per cohort, 3 total) includes individual morning meditations, small group breakouts, evening speakers, team building exercises, and fun group-building activities.

Retreat workshops include (facilitated by outside consultant):

- Understand My Gifts, Best Qualities, and Core Values
- Rethink My Motives, Relationships, and Use of Time
- Know My Strengths, Weaknesses, Opportunities, and Threats
- Pray for Courage, Perseverance, and Miracles
- Write My Lifetime Dream Statement

Importantly, retreats disallow the use of any electronic device (including computers, phones, television) to hinder any distractions. Participants are housed in single rooms to allow private time for meditation, prayer, and planning. Key Personnel include: Project Coordinator and Mentor

**C. Weeks 3 through 11: Assessment, Development and Implementation of IEP (Individual Employment Plan) and Supportive Service plan**-in conjunction with Mentors and a Youth Employment Specialist, each youth will complete an assessment and determination of future goals and steps needed to achieve these goals. In addition, WHA will provide youth with intensive vocational case management support (performed by Youth Employment Specialist) for permanent career pathways to reduce the levels of risky and violent behaviors among participants. In this expanded model, youth are interviewed and evaluated individually to assess their level of skills and training. In addition, potential employment barriers and long range goals are identified. Information about the applicant's basic skills, occupational skills, prior work experience, employability, interests, aptitudes and development needs is assessed. Each youth is tested on basic reading, math and language skills using the TABE (Test of Adult Basic Education) test. A PDI (Personal Development

Inventory) is also administered to ascertain the youth's attitude, self-description and general morals and values. After assessment, the Youth Employment Specialist will develop an Individual Employment Plan (IEP) in conjunction with youth. The IEP includes the following:

- ✓ an identification of the participant's employment goals and a course of action to achieve the goals, such as education, social service support, etc.
- ✓ A strategy for preparing participants for training and educational opportunities, vocational training, GED or post-secondary education;
- ✓ A strategy to provide linkages between their education and employment goals;
- ✓ A strategy to provide connections to the job market and referrals to specific job options;
- ✓ A strategy to provide connections and referrals to other providers for supportive services

- D. **Weeks 3 through 11: On Site Intensive Youth Mentoring-** Beginning in Week 3, B.O.B. participants will meet individually with their mentor for 60 minute sessions at least once per week and as a group up to 2x per week (alternating Fridays with Group Counseling Sessions). WHA will provide one mentor per fifteen youth. Mentors will be required to attend Youth Working for Success curriculum training. Each mentor will also provide meaningful feedback to youth on their skills utilizing the Human Achievement Quotient (HAQ).
- E. **Weeks 4 through 11: On Site Counseling-** WHA will provide onsite counseling services for substance abuse, mental health, cognitive behavioral therapy, and anger management. Currently, WHA receives referrals from Cook County Social Service Probation Department as well as several parole stations throughout Cook County (most frequently West Grand Parole and Laramie Parole Station). Majority of referrals mandate specific counseling as a condition to probation. WHA will work with participants to fulfill court ordered counseling which will vary by participant. Those without court mandates will also be invited to attend 6 week group sessions. These group and individual sessions will be held 2-3x per week from 1pm-3pm (alternating Fridays with Group Mentoring Sessions). Key Personnel include WHA Counselor.
- F. **Weeks 4 through 11: On Site GED Classes-** WHA, through collaboration with Malcolm X College, will offer onsite GED prep classes for all participants that are 18 and over who do not have a high school diploma or equivalency. Classes are held 4 days a week (M,T,W,T) and are offered at WHA's Community Technology lab from 9 am-12:50pm daily. The classes are 8 weeks long and open to all B.O.B. participants. Malcolm X College provides daily transportation assistance to participants.

- G. **Weeks 12 through 15 Social Change Worksite Placement/Permanent Job Placement Assistance:** Youth will be placed on a worksite- required to work 20 hours minimum over four weeks with 2 additional hours of training and supervision per week. Purpose is to develop positive social change work experiences for youth—many of whom have never held a job. WHA has a database of over 1900 businesses that have hired one or more of its clients in the last 5 years. WHA has established relationships with area businesses that have provided opportunities for youth and transitional job placements for exoffenders. The goal of this program design is to: establish rules for timeliness and attendance and reward those who succeed; Provide personal feedback on appropriate attire and personal hygiene issues; Provide training on basic job search skills; Conduct communication exercises and role play situations with co-workers and customers; Accompany job seekers on public transportation to build comfort levels of traveling; Diffuse opposition from, and engage the support of youth families; Build self-esteem by recognizing youth's achievements. Youth paid minimum wage of \$8.25/hr. for up to 20 hours. Key Personnel: Project Coordinator, Youth Employment Specialist, Mentor
- H. **End of Week 15: B.O.B. Graduation** - Each cohort will participate in a graduation to share success with family, community and to solidify ties with their B.O.B brothers. Additionally, participants will be recognized for permanent job placements obtained and other successes achieved throughout program.
- I. **Follow-up/Evaluation:** Project impact will be monitored and will be evaluated on both the process (focus on whether program is being implemented as intended, and whether changes are needed to address any problems) as well as outcomes (focus on what effect the program is having on youth). Program evaluation and impact will be under the advisory of the University of Illinois Office of Community Engagement and Neighborhood Health Partnerships (OCEAN-HP) and a proprietary database system will be designed by IT firm, Nettelligence Inc.
- J. **OPTIONAL: Enroll in COTA (ongoing):** Upon completion of the B.O.B. program, participants will be offered ongoing employment and supportive services through WHA's Youth Center and WHA's Community Reentry and Employment Center. Youth will also be encouraged to participate in a Chicago DFSS program titled "COTA", or Council Of Thought and Action. COTA was created to instill a new moral code in ex-offenders, who have either been raised with or adopted a culture of criminal thinking, which typically goes unchallenged. WHA engages COTA participants in thought provoking ways of looking at their thought and the actions that came from those thoughts.

## **Section H: Expected Outcomes**

This project will seek to determine "best practices" in reducing crime among violent prone youth by rigorously evaluating the outcomes of 45 targeted individuals. In order to do this, WHA will develop an evaluation tool which will capture valuable inputs and tracking of program participants (including daily attendance, arrest records, job retention, counseling case notes). Program evaluation and impact will be under the advisory of the University of Illinois Office of Community Engagement and Neighborhood Health Partnerships (OCEAN-HP) and a tracking tool will be designed by independent technology firm, Nettelligence Inc.

Listed below are the program goals, expected outcomes and expected methods for measuring each outcome. Westside Health Authority will track process and outcome related information in order to: 1) better understand the reach of the program and 2) assess the success of the program at achieving program goals.

### **Program Goal 1. Reduce recidivism rates of justice involved youth participants**

**Outcome 1a:** Less than 20% of youth participants will recidivate within 18 months of the program

- Measure 1a: Monthly tracking of youth participants through one-on-one mentoring meetings with youth and through communication with parole officers to assess youth activity.
- Measure 1b: Monthly inmate searches of youth participants

**Outcome 1b:** 75% of youth participants will complete parole provision counseling

- Measure 1: Attendance will be documented using sign-in sheets. To complete this course, youth participants will have to achieve 100% attendance for each counseling session.

**Outcome 1c:** 100% of youth participants will receive vocational case management and supportive service assessments

- Measure 1: Qualitative reporting in the form of case notes will be conducted and reviewed.

### **Program Goal 2. Increase employment among youth participants**

**Outcome 2a:** 90% of youth participants will complete Individual Employment Plan and job readiness training

- Measure 1: Attendance will be documented using sign-in sheets. To complete this course, youth participants will have to achieve 100% attendance at each of the 5 job readiness training sessions
- Measure 2: Completion of TABE tests and other PDI measures. Monthly tracking of performance under IEP

**Outcome 2b:** 25% of youth participants will be placed in permanent employment

- Measure 1: Interviews with employers will be conducted to confirm and verify employment status

**Outcome 2c:** 50% of youth participants placed will have 60-day job retention

- Measure 1: Time sheets obtained from employment sites will be compared to the youth participant's work schedules to determine the number of days of continuous employment

### **Program Goal 3. Increase educational attainment of youth participants**

**Outcome 3:** 75% of youth participants will earn or begin the process of earning a GED

- Measure 1: Attendance will be documented using sign-in sheets. To complete this course, youth participants will have to achieve 80% attendance at each of the GED classes.

To supplement the evaluation efforts conducted internally by Westside Health Authority, we will collaborate with external evaluators from University of Illinois at Chicago to conduct formal process and outcome evaluations of the program. The external evaluators will develop and determine the appropriate evaluation tools and protocols. Moreover, the evaluators will work collaboratively with WHA staff to coordinate and schedule evaluation-related activities. (See Appendix for Letter of Support from UIC).

## **Section I: Planning & Preparation Activities/Organizational Readiness**

In preparation for B.O.B. program execution, the following preparation activities will be undertaken:

1. Staff will be trained in regard to program objectives/goals understanding of target population barriers/obstacles/goals and other program issues.
2. A special training will be given by the counselor for staff in regard to anger management, substance abuse, mental health, domestic violence and DUI counseling services as well as cognitive behavior therapy services in order for staff to better understand the role of counseling in transforming the thinking of participants in need of these services.
3. An assessment by Youth Director with Project Coordinator of program methodologies including candidate intake and assessment and flow of participants through the program, curriculum development, staffing plan, implementation schedule, planning activities, expected outcomes, record-keeping practices, confidentiality policies, performance evaluation procedures and collaboration agency partners/participant referral procedures will be conducted and changes made where appropriate.
4. Review candidate assessment instrument and make changes where necessary.
5. Interviewing, hiring, and training of Mentor candidates
6. Meet with referring agencies to discuss program B.O.B. participant eligibility, to plan candidate referral processes into the B.O.B. program and to discuss WHA referrals to collaborative partners for needed participant supportive services.
7. Meet with partner employers in regard to human resource needs, interviewing, program worksite supervisory requirements, documentation requirements and monthly workplace site visits by WHA Youth Employment Specialist.
8. Meet with external evaluators from University of Illinois at Chicago (OCEAN HP) to develop formal process and outcome evaluations of the program.
9. Coordinate and schedule evaluation-related activities
10. Develop queries for database evaluation tool, coordinate and complete construction of database for participant data
11. Begin accepting referrals for intake, registration, assessment and provision of services.

## **Section L: Qualifications of the Proposer**

Westside Health Authority (WHA) is a 501(c) (3) community-based organization, which was founded in 1988, and incorporated in 1990 with a broad base of membership support from hospitals, clinics, social service organizations, churches and community residents. Headquartered and rooted in the Austin Community, WHA works with community residents in the areas of violence prevention, youth development, technology, employment, economic development, and health promotions. WHA has four divisions with 29 employees.

### **WHA administered programs that emphasized youth violence reduction included:**

- **City of Chicago Region III YouthNet Program (2003-2007)** funded by City of Chicago-WHA served over 900 youth annually through special youth events hosted throughout the Austin, Garfield, Lawndale and Near West communities
- **IL Dept of Human Services/Illinois State Board of Education Teen REACH (2002-2015)** after school programming for approximately 150 youth annually.
- **U.S. Department of Justice's Weed and Seed (2001-2004)**. WHA served as fiscal agent for the Weed & Seed Initiative which supported preventive methods of addressing youth gangs and violence funded by the U.S. Department of Justice to fund the Austin Weed and Seed, which combined local agencies and law enforcement in an effort to "weed" out negative influences in the community, and "seed" in positive alternatives;
- **Illinois Violence Prevention Authority's Safety Net Works** initiative (2007-2011), Austin Safety Net Works provided a direct service response with preventive and rehabilitative approaches to addressing youth violence in Illinois. The program was designed to engage, cultivate and mobilize youth to become agents of social change and bring healing to their communities.
- **Illinois Criminal Justice Information Authority (2011)**, WHA received a grant to place 10 Cook County Jail individuals from the day reporting, women's justice, pre-release, boot camp and general population into transitional jobs. WHA placed 13 into jobs and met the 6-month job retention benchmark of 75%.

- **Department of Justice/Cook County Sheriff's Office (2012)**, WHA was funded to place 30 Cook County Jail individuals into jobs. WHA successfully placed 29 people with a job retention rate of 76%.
- **Cook County Recidivism Reduction (2013)**, WHA placed 37 clients into jobs with a recidivism rate under 10%. The job retention rate was 75%.

WHA also has extensive experience and success in managing government-funded workforce development programs. The three workforce development programs listed below were/are managed by WHA and demonstrate WHA's strong track record of service provision, administration and benchmark achievement:

- **Community Development Block Grant (CDBG) – Chicago Department of Family & Support Services 1999-Present**
  - ✓ *Services:* Arrange and provide for assistance in acquiring academic or vocational skills to enable individuals to obtain, retain or improve employment and overcome barriers to employability
  - ✓ *Population:* Formerly incarcerated and low-income individuals
  - ✓ *Dollar Value of Project:* \$60,000
  - ✓ *Performance:* Met all job placement and 90-day/180-days retention benchmarks each year of contracting
  - ✓ *Name of Organization:* Chicago Department of Family & Support Services
  - ✓ *Reference:* Juan Cruz, DFSS, 312-744-9193, [juan.cruz@cityofchicago.org](mailto:juan.cruz@cityofchicago.org)
- **Transitional Jobs Placement (TJP) – Chicago Department of Family/Support Services 2008-Present**
  - ✓ *Services:* Work closely with partner businesses to determine their human resource needs; Place ex-offenders into subsidized jobs at partner businesses that combine real work, skills development and supportive services which may lead to permanent employment
  - ✓ *Population:* Formerly incarcerated residents of Chicago
  - ✓ *Dollar Value of Project:* \$150,000
  - ✓ *Performance:* Met or exceeded all job placement and 30, 60 and 90 job retention benchmarks each year of contracting
  - ✓ *Name of Organization:* Chicago Department of Family & Support Services
  - ✓ *Reference:* Juan Cruz, DFSS, 312-744-9193, [juan.cruz@cityofchicago.org](mailto:juan.cruz@cityofchicago.org)
- **Transitional Jobs Program – Cook County Sheriff's Office/DFSS/Department of Justice 2011-2012**
  - ✓ *Services:* Work closely with partner businesses to determine their human resource needs; Place Cook County Jail offenders into subsidized jobs at partner businesses that combine real work, skills development and supportive services which may lead to permanent employment.
  - ✓ *Population:* Cook County offenders in the general, day reporting, pre-release, women's justice and boot camp populations.
  - ✓ *Dollar Value:* \$30,000 in 2011 and \$120,000 in 2012

- ✓ *Performance:* Met or exceeded all job placement and 6-month retention benchmarks for 2011. In 2012, placed 29 offenders into jobs with the benchmark being 30. 6-month retention benchmark final percentage cannot be determined until the end of May 2013
- ✓ *Organization:* Cook County Sheriff's Office
- ✓ *Address:* 3015 N. California Avenue
- ✓ *Contact:* Robert Mindell, Cook County Sheriff's Office, 773-674-4758, [robert.mindell@cookcounty.il.gov](mailto:robert.mindell@cookcounty.il.gov).

**Current violence prevention programs and initiatives are stated below:**

Project Name	Name of Sponsoring Organization	Annual Dollar Value of Project	Contact Person	Contact Information:
<b>Youth Working for Success/RISE</b> Mentorship for justice related youth age 16-24	Chicago DFSS	\$237,500	Ricca Rivera, Youth Services	<a href="mailto:Riccadonna.rivera@cityofchicago.org">Riccadonna.rivera@cityofchicago.org</a> ; 312-746-6311
<b>Cultivating Youth in Austin</b> School Based Intensive mentoring for at risk High school	Get In Chicago/Chicago Community Trust	\$200,000	Lisa Moultrie, Director of Programs	<a href="mailto:lmoultrie@getinchicago.org">lmoultrie@getinchicago.org</a> ; 312-565-4161
<b>Cook County Recidivism Project</b>	Cook County Justice Advisory Council	\$100,000	Robert Mendel, Director	<a href="mailto:robert.mindell@cookcountyil.gov">robert.mindell@cookcountyil.gov</a> ; 773-674-3488
<b>Community Support Advisory Council (CSAC)</b>	Illinois Department of Corrections	\$150,000	James Coleman, Statewide Coordinator	<a href="mailto:puthimfirst@hotmail.com">puthimfirst@hotmail.com</a> ; 312-633-3724
<b>Project Safe Neighborhood</b>	Illinois Department of Corrections	n/a	Michael Fleury	<a href="mailto:michael.fleury@doc.illinois.gov">michael.fleury@doc.illinois.gov</a>
<b>100 Churches, 100 Blocks</b>	Chicago Police-15 <sup>th</sup> District	n/a	Dwayne Betts, 15 <sup>th</sup> District Commander	<a href="mailto:dbetts@chicagopolice.org">dbetts@chicagopolice.org</a> ; 312-743-1485
<b>Violence Reduction Strategies (VRS)</b>	John J College	n/a	Chris Mallette, Executive Director	<a href="mailto:cmallette@jjay.cuny.edu">cmallette@jjay.cuny.edu</a> ; 773-991-7101
<b>Safe Passage Community Watch</b>	Chicago Public Schools	\$1,230,000	Jadine Chou, Chief Security CPS	<a href="mailto:jchou@cps.edu">jchou@cps.edu</a>
<b>COTA- Council of Behavioral Thought in Action</b>	Chicago DFSS	\$100,000	Juan Cruz, Program Director	<a href="mailto:juan.cruz@cityofchicago.org">juan.cruz@cityofchicago.org</a> 312-744-9193
<b>GED Prep- Malcolm X provide onsite services at WHA Tech Center</b>	Malcolm X College	n/a	Krystal Stokes, Program Coordinator	<a href="mailto:kstokes2@ccc.edu">kstokes2@ccc.edu</a> , (312) 850-7300

### **Section M: Key Personnel**

WHA will provide a motivated, experienced, qualified and superbly credentialed staff to meet the requirements of the Violence Prevention, Intervention, and Reduction Grant program. Staff will provide an integrated and coordinated team approach in helping each program participant reach their goals and potential. Key personnel who will be responsible for the services to be provided include:

- **Tina Chenault, WHA Youth Development Director-** will oversee all aspects of the program (25% FTE). She will manage program staff, determine and coordinate program activities, and provide platform for program evaluation and impact in conjunction with U of I Office of Community Engagement. Ms. Chenault has a Master's Degree in Social Work and over 10 year's experience in intervention services for high risk youth in the Austin community.
- **David Wise, B.O.B Project Coordinator/Lead Mentor-** will coordinate day-to-day aspects of B.O.B. (50% FTE) including hiring and training of mentor, program curriculum development, event planning, recruitment and outreach, coordinating referrals from government/neighborhood partners, cohort development, and managing coordination of services throughout WHA. Mr. Wise is a 40 year old African American married man with a passion for young male development. He holds a Master's Degree in Education from Tennessee State University.
- **TO BE HIRED- Mentor-** Mentor will be hired as an independent contractor upon announcement of award. Mentor will be trained based upon Youth Working for Success curriculum, and will be culturally competent to target population. Mentor will be responsible for managing day-to-day client relationships, facilitating weekly group sessions, and daily input of case notes and file maintenance for participants. Mentor will also work with Project Coordinator/Lead Mentor to plan cohort activities and "Fresh Start" retreats.

- **LaVerne Hollins, Counselor-** will provide counseling services (50% FTE). Ms. Hollins is a certified addictions counselor (CADC), a certified anger management specialist (CAMSII), a certified crisis prevention instructor and a certified mental illness substance counselor (MISA) with over 20 years of case management experience. Ms. Hollins is a renowned counselor in the reentry community and has extensive relationships with personnel from all municipal departments.
- **Julia Flowers, Youth Employment Specialist-** will provide Individual Employment Plans (IEP) for all youth in conjunction with Mentors (25% FTE). She will assess each participant and will develop social change worksite placement opportunities for youth while doing job readiness training and permanent job placements for those who are job ready. Ms. Flowers has worked with WHA for over 10 years, and has an Associate's Degree in Business Administration.
- **Morris Reed, CEO- Administration-** will oversee budgeting and financial monitoring of the program as well as complete program financial reports (10% of his time). Mr. Reed has a Bachelor's Degree in Business Administration and has a Juris Doctorate (JD). Mr. Reed has worked at WHA for 18 years.

**Section N: Sub-contracting or Teaming**

Program evaluation and impact will be under the advisory of the University of Illinois Office of Community Engagement and Neighborhood Health Partnerships (OCEAN-HP) and will be designed by independent technology firm, NeTTelligence Inc.

In addition, WHA, in partnership with Malcolm X College, will continue to offer GED classes to all of its eligible clients including participants of B.O.B. These services are provided at WHA's Technology Center (on site) and are free of charge to participants. WHA will not use funds attached to this grant proposal to fund this service.

EXHIBIT 2

Schedule of Compensation

# Appendix 1-Pricing Proposal Form

**Organization Name(s):** Westside Health Authority  
**Project Name:** Violence Prevention, Intervention, and Reduction  
**Grant Time Period:** July 15- July 14, 2016

PERSONNEL STAFF	Rate	Unit	# months	Org #			TOTAL
				1	2	3	
Morris Reed	\$100,000.00	1	10.00%	100%	\$10,000	\$0	\$10,000
Tina Chenault	\$53,000.00	1	25.00%	100%	\$13,250	\$0	\$13,250
David Wise	\$35,000.00	1	50.00%	100%	\$17,500	\$0	\$17,500
Julia Flowers	\$34,000.00	1	25.00%	100%	\$8,500	\$0	\$8,500
Laverne Hollins	\$35,000.00	1	50.00%	100%	\$17,500	\$0	\$17,500
<b>Sub-total Staff</b>							<b>\$66,750</b>
<b>BENEFITS</b>							
These benefits			24.00%		\$16,020	\$0	\$16,020
Organization #2					\$0	\$0	\$0
Organization #3					\$0	\$0	\$0
<b>Sub-total Benefits</b>							<b>\$16,020</b>
<b>CONTRACT/CONSULTANT</b>							
Mentor	\$15.00	hour		100%	\$19,500	\$0	\$19,500
Retreat Facilitator	\$500.00	Day		100%	\$1,500	\$0	\$1,500
Evaluation (Nettelligence)	\$500.00	Month		100%	\$6,000	\$0	\$6,000
<b>Sub-total Contract/Consultant</b>							<b>\$27,000</b>
<b>TOTAL PERSONNEL</b>							<b>\$109,770</b>

EQUIPMENT	Item	Price	Unit	# units			TOTAL
				1	2	3	
		\$0		\$0	\$0	\$0	\$0
		\$0		\$0	\$0	\$0	\$0



# Appendix 1-Pricing Proposal Form

	Org #			Org #1	Org #2	Org #3	TOTAL
	1	2	3				
Retreat Costs	100%	45		\$5,625	\$0	\$0	\$5,625
Youth Worksite Placement	100%	900		\$7,425	\$0	\$0	\$7,425
				\$0	\$0	\$0	\$0
				\$0	\$0	\$0	\$0
				\$0	\$0	\$0	\$0
				\$0	\$0	\$0	\$0
				\$0	\$0	\$0	\$0
<b>TOTAL OTHER DIRECT COSTS</b>				<b>\$13,050</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,050</b>

**TOTAL DIRECT COSTS** \$127,020 \$0 \$0 \$127,020

## INDIRECT COST

<b>Indirect Cost Rate</b>	10.00%						
Westave Health Authority	10.00%			\$12,702	\$0	\$0	\$12,702
Organization #2						\$0	\$0
Organization #3						\$0	\$0
<b>TOTAL INDIRECT COST RATE</b>				<b>\$12,702</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,702</b>

**GRAND TOTAL** \$139,722 \$0 \$0 \$139,722

**REQUESTED FUNDS** \$100,000

**LEVERAGED OR MATCHED FUNDS** \$39,722

**Appendix II - Budget Justification Form (Budget Narrative)****Personnel**

Narrative Justification: Enter a description of the personnel and fringe benefit funds requested and how their use will support the purpose and goals of your proposal. If your proposal includes partner organizations, please briefly explain each organizations role, amount of grant funding to be dispersed to each organization and how each organization will be held accountable to the terms of the grant as outlined by the proposal.

**Personnel for this project will include:**

**Tina Chenault, WHA Youth Development Director-** will oversee all aspects of the program (25% FTE, \$53,000 annually). She will manage program staff, determine and coordinate program activities, and provide platform for program evaluation and impact in conjunction with U of I Office of Community Engagement. **David Wise, B.O.B Project Coordinator/Lead Mentor-** will coordinate day-to-day aspects of B.O.B. (50% FTE, \$34,000) including hiring and training of mentor, program curriculum development, event planning, recruitment and outreach, coordinating referrals from government/neighborhood partners, cohort development, and managing coordination of services throughout WHA. **LaVerne Hollins, Counselor-** will provide counseling services (50% FTE, \$35,000) **Julia Flowers, Youth Employment Specialist-** will provide Individual Employment Plans (IEP) for all youth in conjunction with Mentors (25% FTE, \$34,000). She will assess each participant and will develop social change worksite placement opportunities for youth while doing job readiness training and permanent job placements. **Morris Reed, CEO-** Administration- will oversee budgeting and financial monitoring of the program as well as complete program financial reports on a part-time basis (10% of his time, \$100,000). Fringe is 24%- 7.65% FICA, 3.1% Work Comp, 8.55% Health Insur; 4.7% Unemployment

**Contract/Consultant**

Narrative Justification: Enter a description of the contract services and/or consultants funds requested and how their use will support the purpose and goals of your proposal. Please briefly include the qualifications of each contractor service provider and/or consultant.

**Mentor-** Mentor will be hired as an independent contractor. Mentor will be responsible for managing day-to-day client relationships, facilitating weekly group sessions, and daily input of case notes and file maintenance for participants. Mentor will also work with Project Coordinator/Lead Mentor to plan cohort activities and "Fresh Start" retreats; **Retreat Facilitator-** \$500 per retreat x 3 retreats= \$1500; **Evaluation:** UIC OCEAN-HP will contribute to and evaluate this project pro bono as a part of their neighborhood initiatives which WHA has participated as partner for several years. In addition, WHA will utilize the services of Nettelintelligence in the development and support of an database evaluation tool \$500/mo x 12 months= \$6000

**Equipment**

Narrative Justification: Enter a description of the equipment and how its purchase will support the purpose and goals of this proposal.

N/A

**Materials and Supplies**

Narrative Justification: Enter a description of the Materials and Supplies requested and how their purchase will support the purpose and goals of this proposal.

WHA estimates the cost of general office supplies to be \$350/month. This includes business cards for staff, pens, copier paper, binders, folders, etc. Supplies used by staff as well as program participants.

**Printing**

Narrative Justification: Enter a description of Printing requested and how their purchase will support the purpose and goals of this proposal.

N/A

**Other Direct Costs**

Narrative Justification: Enter a description of each item and how their use will support the purpose and goals of this proposal.

**Retreat Costs-** Cost per youth to attend overnight retreat \$125 x 45 youth= \$5,625. **Youth Worksite Placement-** WHA will place each youth in a social change worksite placement. Youth will be paid for up to 20 hours at \$8.25/hr x 45 youth= \$7,425.

**Indirect Costs**

Narrative Justification: Enter a description of each item and how their purchase will support the purpose and goals of this proposal.

**Indirect funds** requested (\$12,702, or 10%) will help to cover building expenses for the WHA Youth Life Enrichment Center. Rent attributed to this initiative is \$1000/month for 375 sq ft at \$32/per sq foot (includes rent, janitorial, security, insurance). Leveraged funds for this initiative are \$39,722.

**Sustainability**

Narrative Justification: Enter a description of how the applicant organization has entertained the question of sustainability beyond the V funds (if awarded). Please describe how you intend to continue the program operations after the grant ends.

This project will seek to rigorously evaluate the outcomes of 45 highly violent prone individuals in order to determine and prove a "best practice" which will provide evidence to allow for greater and diverse future funding.

EXHIBIT 3

Evidence of Insurance

# ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/5/2016

**ISSUER**  
**INSURANCE SUPPORT SYSTEMS INC**  
 6962 W North Ave  
 Chicago, IL 60707  
 (312)831-4650

**INSURED**  
**WESTSIDE HEALTH AUTHORITY**  
 5437 WEST DIVISION STREET  
 CHICAGO, IL 60651  
 773-354-2841

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC#
INSURER A: GREAT AMERICAN INSURANCE COMPANY	
INSURER B: AMTRUST INSURANCE COMPANY	
INSURER C: PHILADELPHIA INSURANCE CO.	
INSURER D: PHILADELPHIA INSURANCE CO.	
INSURER E: PHILADELPHIA INSURANCE CO.	

**COVERAGES**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INBR ADD'L LTR INBRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMSMADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	PAC 757-44-80	05-31-15	05-31-16	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000								
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANYAUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	CAP 0006282	05-31-15	05-31-16	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
	GARAGE LIABILITY <input type="checkbox"/> ANYAUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EAACC \$ AGG \$								
A	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMSMADE <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	UMB 757-44-80	05-31-15	05-31-16	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ \$								
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	WC 03237924	10-03-15	10-03-16	<table border="1"> <tr> <td>WC STATUTORY LIMITS</td> <td>OTHER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$ 1,000,000</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$ 1,000,000</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$ 1,000,000</td> </tr> </table>	WC STATUTORY LIMITS	OTHER	E.L. EACH ACCIDENT	\$ 1,000,000	E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000	E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
WC STATUTORY LIMITS	OTHER												
E.L. EACH ACCIDENT	\$ 1,000,000												
E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000												
E.L. DISEASE - POLICY LIMIT	\$ 1,000,000												
C	OTHER DIR. & OFF	PHSD325200	05-31-15	05-31-16	\$1,000,000 LIMIT								
D	CYBER LIABILITY	DB501903	10-06-14	10-06-15	\$1,000,000 LIMIT								
A	PROFESSIONAL LIA	PAC 757-44-80	05-31-15	05-31-16	\$2,000,000 LIMIT								

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

IT IS HEREBY AGREED AND UNDERSTOOD THAT THE CERTIFICATE HOLDER, COOK COUNTY IS AN ADDITIONAL INSURED AS IT RELATES TO CONTRACT NO. (1553-14558D) INCLUDING ITS OFFICIALS, EMPLOYEES, AND AGENTS.

**CERTIFICATE HOLDER**  
 COOK COUNTY  
 OFFICE OF CHIEF PROCUREMENT  
 118 N. CLARK STREET ROOM 1018  
 CHICAGO, ILLNOIS 60602  
 ATTN: KEVIN B. CASEY  
 312.603.6830

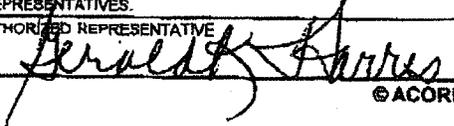
**CANCELLATION**  
 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.  
 AUTHORIZED REPRESENTATIVE  


EXHIBIT 4

Identification of Subcontractor/Supplier/Subconsultant Form

**Cook County**  
**Office of the Chief Procurement Officer**  
**Identification of Subcontractor/Supplier/Subconsultant Form**

Contract No. 1553-14558D

<b>OCPO ONLY:</b>	
<input type="radio"/>	Disqualification
<input type="radio"/>	Check Complete

The Bidder/Proposer/Respondent ("the Contractor") will fully complete and execute and submit an Identification of Subcontractor/Supplier/Subconsultant Form ("ISF") with each Bid, Request for Proposal, and Request for Qualification. **The Contractor must complete the ISF for each Subcontractor, Supplier or Subconsultant which shall be used on the Contract.** In the event that there are any changes in the utilization of Subcontractors, Suppliers or Subconsultants, the Contractor must file an updated ISF.

Bid/RFP/RFQ No.: 1553-14558	Date: 01/05/2016
Total Bid or Proposal Amount: 100,000	Contract Title: Violence Prevention, Intervention, and Reduction Demonstration Grant
Contractor: Westside Health Authority	Subcontractor/Supplier/Subconsultant to be added or substitute: Netelligence Group
Authorized Contact for Contractor: Quiwana Bell	Authorized Contact for Subcontractor/Supplier/Subconsultant: Bashir Muhammad
Email Address (Contractor): qbell@healthauthority.org	Email Address (Subcontractor): bmuhammad@ntginc.com
Company Address (Contractor): 5417 W Division, Chicago IL 60651	Company Address (Subcontractor): 4052 N Elston Ave.
City, State and Zip (Contractor): Chicago Illinois 60651	City, State and Zip (Subcontractor): Chicago IL 60618
Telephone and Fax (Contractor): 773-378-1878 Fax:773-786-2752	Telephone and Fax (Subcontractor): 312-997-5140 Fax: 312-997-5149
Estimated Start and Completion Dates (Contractor): January 1, 2016 to December 31, 2016	Estimated Start and Completion Dates (Subcontractor): January 1, 2016 to December 31, 2016

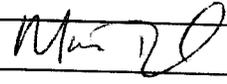
**Note:** Upon request, a copy of all written subcontractor agreements must be provided to the OCPO.

<u>Description of Services or Supplies</u>	<u>Total Price of Subcontract for Services or Supplies</u>
Technology Support	6,000.00

The subcontract documents will incorporate all requirements of the Contract awarded to the Contractor as applicable. The subcontract will in no way hinder the Subcontractor/Supplier/Subconsultant from maintaining its progress on any other contract on which it is either a Subcontractor/Supplier/Subconsultant or principal contractor. This disclosure is made with the understanding that the Contractor is not under any circumstances relieved of its abilities and obligations, and is responsible for the organization, performance, and quality of work. **This form does not approve any proposed changes, revisions or modifications to the contract approved MBE/WBE Utilization Plan. Any changes to the contract's approved MBE/WBE/Utilization Plan must be submitted to the Office of the Contract Compliance.**

Contractor Westside Health Authority

Name Morris Reed

Title CEO 

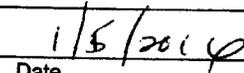
Prime Contractor Signature  Date 1/5/2016

EXHIBIT 5

MBE/WBE Utilization Plan

**CONTRACT NO. 1553-14558D**  
**Vendor: Westside Health Authority**

Per the attached correspondence, the Office of Contract Compliance assigned a 0% MBE/WBE subcontracting goal to the above-mentioned contract as stated in Section GC-19, Minority and Women Business Enterprises, Cook County Ordinance Chapter 34, Division 8, Section 34-260 to Section 34-300, herein.

**From:** [Aleatha Easley \(Contract Compliance\)](#)  
**To:** [Kevin Casey \(Procurement\)](#)  
**Subject:** RE: M/WBE goals for Violence Prevention Grants  
**Date:** Monday, March 30, 2015 10:13:02 AM

---

Hello Kevin,

After reviewing the provided contract scope, and review of the previous contract's historical data, the Office of Contract Compliance recommends the MBE/WBE goals for RFP Contract No. 1553-14558 for Violence Prevention, Intervention and Reduction Demonstration Grants in the amount of \$100,000 be set at 0% MBE/WBE participation.



Cook County Office of Contract Compliance  
Aleatha Easley | Compliance Officer | 312-603-5504

---

**From:** Kevin Casey (Procurement)  
**Sent:** Thursday, March 19, 2015 3:09 PM  
**To:** Aleatha Easley (Contract Compliance)  
**Subject:** M/WBE goals for Violence Prevention Grants

Hi Aleatha,

I have the three final Violence Prevention Grants ready to go.

Can you give the M/WBE goals for them?

Thanks!

Sincerely,

**Kevin B. Casey, CPPB**

Office of the Chief Procurement Officer  
118 North Clark Street, Room 1018  
Chicago, Illinois 60602  
312 603-6830 ph.  
312 603-3179 fax

EXHIBIT 6

Economic Disclosure Statement Forms

**COOK COUNTY  
ECONOMIC DISCLOSURE STATEMENT  
AND EXECUTION DOCUMENT  
INDEX**

<b>Section</b>	<b>Description</b>	<b>Pages</b>
1	Instructions for Completion of EDS	EDS i - ii
2	Certifications	EDS 1- 2
3	Economic and Other Disclosures, Affidavit of Child Support Obligations, Disclosure of Ownership Interest and Familial Relationship Disclosure Form	EDS 3 - 12
4	Cook County Affidavit for Wage Theft Ordinance	EDS 13-14
5	Contract and EDS Execution Page	EDS 15-17
6	Cook County Signature Page	EDS 18

**SECTION 1**  
**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 Proposer responding to a Request for Proposals, and every Respondent responding to a Request for Qualifications, and others as required by the Chief Procurement Officer. The execution of the EDS shall serve as the execution of a contract awarded by the County. The Chief Procurement Officer reserves the right to request that the Bidder or Proposer, or Respondent provide an updated EDS on an annual basis.

**Definitions.** 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, as applicable.

*Affiliate* means a person that directly or indirectly through one or more intermediaries, Controls is Controlled by, or is under common Control with the Person specified.

*Applicant* means a person who executes this EDS.

*Bidder* means any person who submits a Bid.

*Code* means the Code of Ordinances, Cook County, Illinois available on municode.com.

*Contract* shall include any written document to make Procurements by or on behalf of Cook County.

*Contractor* or *Contracting Party* means a person that enters into a Contract with the County.

*Control* means the unfettered authority to directly or indirectly manage governance, administration, work, and all other aspects of a business.

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

*Joint Venture* means an association of two or more Persons proposing to perform a for-profit business enterprise. Joint Ventures must have an agreement in writing specifying the terms and conditions of the relationship between the partners and their relationship and respective responsibility for the Contract

*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 who lobbies.

*Person* or *Persons* means any individual, corporation, partnership, Joint Venture, trust, association, Limited Liability Company, sole proprietorship or other legal entity.

*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.

*Proposal* means a response to an RFP.

*Proposer* means a person submitting a Proposal.

*Response* means response to an RFQ.

*Respondent* means a person responding to an RFQ.

*RFP* means a Request for Proposals issued pursuant to this Procurement Code.

*RFQ* means a Request for Qualifications issued to obtain the qualifications of interested parties.

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

**Section 1: Instructions.** Section 1 sets forth the instructions for completing and executing this EDS.

**Section 2: Certifications.** Section 2 sets forth certifications that are required for contracting parties under the Code and other applicable laws. 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 3: Economic and Other Disclosures Statement.** Section 3 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 Applicant to the warranties, representations, agreements and acknowledgements contained therein.

**Required Updates.** The Applicant is required to keep all information provided in this EDS current and accurate. In the event of any change in the information provided, including but not limited to any change which would render inaccurate or incomplete any certification or statement made in this EDS, the Applicant shall supplement this EDS up to the time the County takes action, by filing an amended EDS or such other documentation as is required.

**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, and the Applicant is expected to comply fully with these ordinances. For further information please contact the Director of Ethics at (312) 603-4304 (69 W. Washington St. Suite 3040, Chicago, IL 60602) or visit the web-site at [cookcountyil.gov/ethics-board-of](http://cookcountyil.gov/ethics-board-of).

**Authorized Signers of Contract and EDS Execution Page.** If the Applicant is a corporation, the President and Secretary must execute the EDS. In the event that this EDS is executed by someone other than the President, attach hereto a certified copy of that section of the Corporate By-Laws or other authorization by the Corporation, satisfactory to the County that permits the person to execute EDS for said corporation. 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.

If the Applicant is a partnership or joint venture, all partners or joint venturers must execute the EDS, unless one partner or joint venture has been authorized to sign for the partnership or joint venture, in which case, the partnership agreement, resolution or evidence of such authority satisfactory to the Office of the Chief Procurement Officer must be submitted with this Signature Page.

If the Applicant is a member-managed LLC all members must execute the EDS, unless otherwise provided in the operating agreement, resolution or other corporate documents. If the Applicant is a manager-managed LLC, the manager(s) must execute the EDS. The Applicant must attach either a certified copy of the operating agreement, resolution or other authorization, satisfactory to the County, demonstrating such person has the authority to execute the EDS on behalf of the LLC. 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.

If the Applicant is a Sole Proprietorship, the sole proprietor must execute the EDS.

A "Partnership" "Joint Venture" or "Sole Proprietorship" operating under an Assumed Name must be registered with the Illinois county in which it is located, as provided in 805 ILCS 405 (2012), and documentation evidencing registration must be submitted with the EDS.

**SECTION 2**  
**CERTIFICATIONS**

THE FOLLOWING CERTIFICATIONS ARE MADE PURSUANT TO STATE LAW AND THE CODE. THE APPLICANT IS CAUTIONED TO CAREFULLY READ THESE CERTIFICATIONS PRIOR TO SIGNING THE SIGNATURE PAGE. SIGNING THE SIGNATURE PAGE SHALL CONSTITUTE A WARRANTY BY THE APPLICANT 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 APPLICANT IS NOTIFIED THAT IF THE COUNTY LEARNS THAT ANY OF THE FOLLOWING CERTIFICATIONS WERE FALSELY MADE, THAT ANY CONTRACT ENTERED INTO WITH THE APPLICANT 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 subparagraphs (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 APPLICANT HEREBY CERTIFIES THAT:** The Applicant has read the provisions of Section A, Persons and Entities Subject to Disqualification, that the Applicant has not committed any Prohibited Act set forth in Section A, and that award of the Contract to the Applicant would not violate the provisions of such Section or of the Code.

**B. BID-RIGGING OR BID ROTATING**

**THE APPLICANT HEREBY CERTIFIES THAT:** *In accordance with 720 ILCS 5/33 E-11, neither the Applicant 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 APPLICANT HEREBY CERTIFIES THAT:** The Applicant will provide a drug free workplace, as required by (30 ILCS 580/3).

**D. DELINQUENCY IN PAYMENT OF TAXES**

**THE APPLICANT HEREBY CERTIFIES THAT:** *The Applicant 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 34-171.*

**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 APPLICANT HEREBY CERTIFIES THAT:** *It is in compliance with 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. INSPECTOR GENERAL (COOK COUNTY CODE, CHAPTER 34, SECTION 34-174 and Section 34-250)**

The Applicant has not willfully failed to cooperate in an investigation by the Cook County Independent Inspector General or to report to the Independent Inspector General any and all information concerning conduct which they know to involve corruption, or other criminal activity, by another county employee or official, which concerns his or her office of employment or County related transaction.

The Applicant has reported directly and without any undue delay any suspected or known fraudulent activity in the County's Procurement process to the Office of the Cook County Inspector General.

**H. CAMPAIGN CONTRIBUTIONS (COOK COUNTY CODE, CHAPTER 2, SECTION 2-585)**

**THE APPLICANT CERTIFIES THAT:** It has read and shall comply with the Cook County's Ordinance concerning campaign contributions, which is codified at Chapter 2, Division 2, Subdivision II, Section 585, and can be read in its entirety at [www.municode.com](http://www.municode.com).

**I. GIFT BAN, (COOK COUNTY CODE, CHAPTER 2, SECTION 2-574)**

**THE APPLICANT CERTIFIES THAT:** It has read and shall comply with the Cook County's Ordinance concerning receiving and soliciting gifts and favors, which is codified at Chapter 2, Division 2, Subdivision II, Section 574, and can be read in its entirety at [www.municode.com](http://www.municode.com).

**J. LIVING WAGE ORDINANCE PREFERENCE (COOK COUNTY CODE, CHAPTER 34, SECTION 34-160;**

Unless expressly waived by the Cook County Board of Commissioners, 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 annually by the Chief Financial Officer of the County, and shall be posted on the Chief Procurement Officer's website.

The term "Contract" as used in Section 4, I, of this EDS, 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.

SECTION 3

REQUIRED DISCLOSURES

1. DISCLOSURE OF LOBBYIST CONTACTS

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

Name	Address
_____	_____
_____	_____
_____	_____

2. LOCAL BUSINESS PREFERENCE STATEMENT (CODE, CHAPTER 34, SECTION 34-230)

*Local business* means a Person, including a foreign corporation authorized to transact business in Illinois, having a bona fide establishment located within the County at which it is transacting business on the date when a Bid is submitted to the County, and which employs the majority of its regular, full-time work force within the County. A Joint Venture shall constitute a Local Business if one or more Persons that qualify as a "Local Business" hold interests totaling over 50 percent in the Joint Venture, even if the Joint Venture does not, at the time of the Bid submittal, have such a bona fide establishment within the County.

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

Yes:  No: \_\_\_\_\_

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

5417, 5422, 5437, 5814-16 West Division Street, Chicago IL 60651 & 4800, 4926-4972 W Chicago IL 60651

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

Yes:  No: \_\_\_\_\_

3. THE CHILD SUPPORT ENFORCEMENT ORDINANCE (CODE, CHAPTER 34, SECTION 34-172)

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-5) and complete the Affidavit, based on the instructions in the Affidavit.

**4. REAL ESTATE OWNERSHIP DISCLOSURES.**

The Applicant 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 Applicant in Cook County:

PERMANENT INDEX NUMBER(S): see attached list

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
**(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)**

OR:

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

**5. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.**

If the Applicant 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 Applicant must explain below:

NONE

\_\_\_\_\_  
\_\_\_\_\_  
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 Applicant certified to all Certifications and other statements contained in this EDS.

Attachments # 1

**list of property tax num**

	<b>Property Address</b>	<b>P.I.N #</b>	<b>Volun</b>
1	5852 W. North Ave.	13-32-412-029-0000	367
2	5850 W. North Ave.	13-32-412-030-0000	367
3	5422 W. Division St	16-04-130-035-0000	543
4	4928 W. Chicago	16-04-429-028-0000	545
5	4824 W. Chicago	16-04-430-024-0000	545
6	4822 W. Chicago	16-04-430-025-0000	545
7	4814 W. Chicago	16-04-430-026-0000	545
8	820 N. Cicero Ave.	16-04-430-027-0000	545
9	818 N. Cicero Ave.	16-04-430-028-0000	545
10	816 N. Cicero Ave.	16-04-430-029-0000	545
11	808 N. Cicero Ave.	16-04-430-030-0000	545
12	4800 W. Chicago Ave.	16-04-430-031-0000	545
13	622 N. Lotus	16-09-108-021-0000	549
14	5332 W. Ferdinand St.	16-09-119-013-0000	549
15	5039 W. Huron	16-09-210-006-0000	549
16	4932 W. Ohio	16-09-214-030-0000	549
17	213 N. Leclaire Ave.	16-09-408-014-0000	550
18	4318 W. Washington	16-10-418-032-0000	551
19	1521 S. Drake Ave.	16-23-223-008-0000	569
20	3917 W. Flournoy	16-14-305-048-0000	560
21	8541 S. Ada St.	20-32-320-012-0000	441
22	2627 E. 74th Pl.	21-30-121-012-0000	274
23	8106 S. Burnham Ave.	21-31-123-023-0000	275
24	144 W. 105th St.	25-16-209-039-0000	458
25	1018 W. 104th PL	25-17-209-027-0000	460
26	1435 W. 120th St.	25-29-104-010-0000	471
27	135 E. 124th St.	25-28-417-057-0000	293
28	4332 W. Washington	16-10-418-026-0000	551

## 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.

"Person" "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. A Person that holds stock or a beneficial interest in the Applicant and is listed on the Applicant's Statement (a "Holder") must file a Statement and complete #1 only under **Ownership Interest Declaration**.

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

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

This Statement is an:  Original Statement or  Amended Statement

**Identifying Information:**

Name Westside Health Authority  
 D/B/A: Westside Health Authority FEIN NO.: 36-3789879  
 Street Address: 5417 W Division Street  
 City: Chicago State: IL Zip Code: 60651  
 Phone No.: 773-378-1878 Fax Number: 773-786-2752 Email: mreed@healthauthority.org

Cook County Business Registration Number: n/a  
 (Sole Proprietor, Joint Venture Partnership)

Corporate File Number (if applicable): n/a

**Form of Legal Entity:**

Sole Proprietor  Partnership  Corporation  Trustee of Land Trust

Business Trust  Estate  Association  Joint Venture

Other (describe) \_\_\_\_\_

**Ownership Interest Declaration:**

1. List the name(s), address, and percent ownership of each Person 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
n/a		

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

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

3. Is the Applicant constructively controlled by another person or Legal Entity? [ ] Yes [  ] No  
 If yes, state the name, address and percentage of beneficial interest of such person, and the relationship under which such control is being or may be exercised.

Name	Address	Percentage of Beneficial Interest	Relationship
n/a			

**Corporate Officers, Members and Partners Information:**

For all corporations, list the names, addresses, and terms for all corporate officers. For all limited liability companies, list the names, addresses for all members. For all partnerships and joint ventures, list the names, addresses, for each partner or joint venture.

Name	Address	Title (specify title of Office, or whether manager or partner/joint venture)	Term of Office
Morris Reed	4018 S. Drexel Blvd, Chicago IL	President/CEO	July 1, 2011- Present

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

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT SIGNATURE PAGE

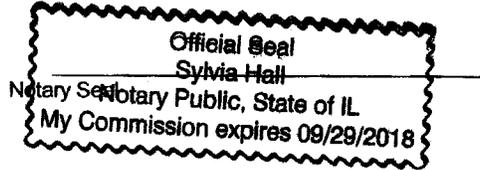
Morris Reed  
Name of Authorized Applicant/Holder Representative (please print or type)  
*Morris Reed*  
Signature  
mreed@healthauthority.org  
E-mail address

President/CEO  
Title  
1/5/2016  
Date  
773-378-1878  
Phone Number

Subscribed to and sworn before me  
this 4<sup>th</sup> day of July, 2016

My commission expires: 09/29/2018

x *Sylvia Hall*  
Notary Public Signature





**COOK COUNTY BOARD OF ETHICS**  
69 W. WASHINGTON STREET, SUITE 3040  
CHICAGO, ILLINOIS 60602  
312/603-4304 Office 312/603-9988 Fax

### **FAMILIAL RELATIONSHIP DISCLOSURE PROVISION**

#### **Nepotism Disclosure Requirement:**

Doing a significant amount of business with the County requires that you disclose to the Board of Ethics the existence of any familial relationships with any County employee or any person holding elective office in the State of Illinois, the County, or in any municipality within the County. The Ethics Ordinance defines a significant amount of business for the purpose of this disclosure requirement as more than \$25,000 in aggregate County leases, contracts, purchases or sales in any calendar year.

If you are unsure of whether the business you do with the County or a County agency will cross this threshold, err on the side of caution by completing the attached familial disclosure form because, among other potential penalties, any person found guilty of failing to make a required disclosure or knowingly filing a false, misleading, or incomplete disclosure will be prohibited from doing any business with the County for a period of three years. The required disclosure should be filed with the Board of Ethics by January 1 of each calendar year in which you are doing business with the County and again with each bid/proposal/quotation to do business with Cook County. The Board of Ethics may assess a late filing fee of \$100 per day after an initial 30-day grace period.

The person that is doing business with the County must disclose his or her familial relationships. If the person on the County lease or contract or purchasing from or selling to the County is a business entity, then the business entity must disclose the familial relationships of the individuals who are and, during the year prior to doing business with the County, were:

- its board of directors,
- its officers,
- its employees or independent contractors responsible for the general administration of the entity,
- its agents authorized to execute documents on behalf of the entity, and
- its employees who directly engage or engaged in doing work with the County on behalf of the entity.

Do not hesitate to contact the Board of Ethics at (312) 603-4304 for assistance in determining the scope of any required familial relationship disclosure.

#### **Additional Definitions:**

*"Familial relationship"* means a person who is a spouse, domestic partner or civil union partner of a County employee or State, County or municipal official, or any person who is related to such an employee or official, whether by blood, marriage or adoption, as a:

- |                                  |  |                                       |
|----------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Parent  | <input type="checkbox"/> Grandparent     | <input type="checkbox"/> Stepfather   |
| <input type="checkbox"/> Child   | <input type="checkbox"/> Grandchild      | <input type="checkbox"/> Stepmother   |
| <input type="checkbox"/> Brother | <input type="checkbox"/> Father-in-law   | <input type="checkbox"/> Stepson      |
| <input type="checkbox"/> Sister  | <input type="checkbox"/> Mother-in-law   | <input type="checkbox"/> Stepdaughter |
| <input type="checkbox"/> Aunt    | <input type="checkbox"/> Son-in-law      | <input type="checkbox"/> Stepbrother  |
| <input type="checkbox"/> Uncle   | <input type="checkbox"/> Daughter-in-law | <input type="checkbox"/> Stepsister   |
| <input type="checkbox"/> Niece   | <input type="checkbox"/> Brother-in-law  | <input type="checkbox"/> Half-brother |
| <input type="checkbox"/> Nephew  | <input type="checkbox"/> Sister-in-law   | <input type="checkbox"/> Half-sister  |

**COOK COUNTY BOARD OF ETHICS  
FAMILIAL RELATIONSHIP DISCLOSURE FORM**

---

**A. PERSON DOING OR SEEKING TO DO BUSINESS WITH THE COUNTY**

Name of Person Doing Business with the County: Westside Health Authority

Address of Person Doing Business with the County: 5417 W Division Street Chicago IL 60651

Phone number of Person Doing Business with the County: 773-378-1878

Email address of Person Doing Business with the County: mreed@healthauthority.org

If Person Doing Business with the County is a Business Entity, provide the name, title and contact information for the individual completing this disclosure on behalf of the Person Doing Business with the County:

Morris Reed, CEO, 773-378-1878

**B. DESCRIPTION OF BUSINESS WITH THE COUNTY**

*Append additional pages as needed and for each County lease, contract, purchase or sale sought and/or obtained during the calendar year of this disclosure (or the preceding calendar year if disclosure is made on January 1), identify:*

The lease number, contract number, purchase order number, request for proposal number and/or request for qualification number associated with the business you are doing or seeking to do with the County: \_\_\_\_\_

Contract No. 1553-14558D

The aggregate dollar value of the business you are doing or seeking to do with the County: \$ 100,000

The name, title and contact information for the County official(s) or employee(s) involved in negotiating the business you are doing or seeking to do with the County: Lanetta Hayes Turner, Director, Cook County Justice Advisory Council

\_\_\_\_\_

The name, title and contact information for the County official(s) or employee(s) involved in managing the business you are doing or seeking to do with the County: Lanetta Hayes Turner, Director, Cook County Justice Advisory Council

\_\_\_\_\_

**C. DISCLOSURE OF FAMILIAL RELATIONSHIPS WITH COUNTY EMPLOYEES OR STATE, COUNTY OR MUNICIPAL ELECTED OFFICIALS**

*Check the box that applies and provide related information where needed*

- The Person Doing Business with the County is an individual and there is no familial relationship between this individual and any Cook County employee or any person holding elective office in the State of Illinois, Cook County, or any municipality within Cook County.
- The Person Doing Business with the County is a business entity and there is no familial relationship between any member of this business entity's board of directors, officers, persons responsible for general administration of the business entity, agents authorized to execute documents on behalf of the business entity or employees directly engaged in contractual work with the County on behalf of the business entity, and any Cook County employee or any person holding elective office in the State of Illinois, Cook County, or any municipality within Cook County.

**COOK COUNTY BOARD OF ETHICS  
FAMILIAL RELATIONSHIP DISCLOSURE FORM**

- The Person Doing Business with the County is an individual and there is a familial relationship between this individual and at least one Cook County employee and/or a person or persons holding elective office in the State of Illinois, Cook County, and/or any municipality within Cook County. The familial relationships are as follows:

Name of Individual Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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

- The Person Doing Business with the County is a business entity and there is a familial relationship between at least one member of this business entity's board of directors, officers, persons responsible for general administration of the business entity, agents authorized to execute documents on behalf of the business entity and/or employees directly engaged in contractual work with the County on behalf of the business entity, on the one hand, and at least one Cook County employee and/or a person holding elective office in the State of Illinois, Cook County, and/or any municipality within Cook County, on the other. The familial relationships are as follows:

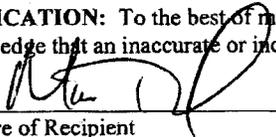
Name of Member of Board of Director for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Officer for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Name of Person Responsible for the General Administration of the Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Name of Agent Authorized to Execute Documents for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Name of Employee of Business Entity Directly Engaged in Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship*
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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

**VERIFICATION:** To the best of my knowledge, the information I have provided on this disclosure form is accurate and complete. I acknowledge that an inaccurate or incomplete disclosure is punishable by law, including but not limited to fines and debarment.

XX  \_\_\_\_\_ Date 01/05/2016

**SUBMIT COMPLETED FORM TO:** Cook County Board of Ethics  
 69 West Washington Street, Suite 3040, Chicago, Illinois 60602  
 Office (312) 603-4304 – Fax (312) 603-9988  
 CookCounty.Ethics@cookcountyil.gov

\* Spouse, domestic partner, civil union partner or parent, child, sibling, aunt, uncle, niece, nephew, grandparent or grandchild by blood, marriage (i.e. in laws and step relations) or adoption.

SECTION 4

**COOK COUNTY AFFIDAVIT FOR WAGE THEFT ORDINANCE**

Effective May 1, 2015, every Person, including Substantial Owners, seeking a Contract with Cook County must comply with the Cook County Wage Theft Ordinance set forth in Chapter 34, Article IV, Section 179. Any Person/Substantial Owner, who fails to comply with Cook County Wage Theft Ordinance, may request that the Chief Procurement Officer grant a reduction or waiver in accordance with Section 34-179(d).

"Contract" means any written document to make Procurements by or on behalf of Cook County.

"Person" means any individual, corporation, partnership, Joint Venture, trust, association, limited liability company, sole proprietorship or other legal entity.

"Procurement" means obtaining supplies, equipment, goods, or services of any kind.

"Substantial Owner" means any person or persons who own or hold a twenty-five percent (25%) or more percentage of interest in any business entity seeking a County Privilege, including those shareholders, general or limited partners, beneficiaries and principals; except where a business entity is an individual or sole proprietorship, Substantial Owner means that individual or sole proprietor.

All Persons/Substantial Owners are required to complete this affidavit and comply with the Cook County Wage Theft Ordinance before any Contract is awarded. Signature of this form constitutes a certification the information provided below is correct and complete, and that the individual(s) signing this form has/have personal knowledge of such information.

**I. Contract Information:**

Contract Number: 1553-14558D

County Using Agency (requesting Procurement): Justice Advisory Council

**II. Person/Substantial Owner Information:**

Person (Corporate Entity Name): Westside Health Authority

Substantial Owner Complete Name: Westside Health Authority (non-profit)

FEIN# 36-3789879

Date of Birth: n/a

E-mail address: mreed@healthauthority.org

Street Address: 5417 West Division Street

City: Chicago

State: IL Zip: 60651

Home Phone: ( 773 ) 378 - 1878

Driver's License No: \_\_\_\_\_

**III. Compliance with Wage Laws:**

Within the past five years has the Person/Substantial Owner, in any judicial or administrative proceeding, been convicted of, entered a plea, made an admission of guilt or liability, or had an administrative finding made for committing a repeated or willful violation of any of the following laws:

*Illinois Wage Payment and Collection Act, 820 ILCS 115/1 et seq.,* YES or NO<sup>x</sup>

*Illinois Minimum Wage Act, 820 ILCS 105/1 et seq.,* YES or NO <sup>x</sup>

*Illinois Worker Adjustment and Retraining Notification Act, 820 ILCS 65/1 et seq.,* YES or NO<sup>x</sup>

*Employee Classification Act, 820 ILCS 185/1 et seq.,* YES or NO <sup>x</sup>

*Fair Labor Standards Act of 1938, 29 U.S.C. 201, et seq.,* YES or NO <sup>x</sup>

*Any comparable state statute or regulation of any state, which governs the payment of wages* YES or NO <sup>x</sup>

If the Person/Substantial Owner answered "Yes" to any of the questions above, it is ineligible to enter into a Contract with Cook County, but can request a reduction or waiver under Section IV.

**IV. Request for Waiver or Reduction**

If Person/Substantial Owner answered "Yes" to any of the questions above, it may request a reduction or waiver in accordance with Section 34-179(d), provided that the request for reduction of waiver is made on the basis of one or more of the following actions that have taken place:

There has been a bona fide change in ownership or Control of the ineligible Person or Substantial Owner  
YES or NO

Disciplinary action has been taken against the individual(s) responsible for the acts giving rise to the violation  
YES or NO

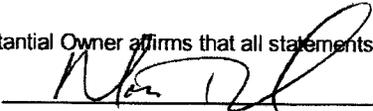
Remedial action has been taken to prevent a recurrence of the acts giving rise to the disqualification or default  
YES or NO

Other factors that the Person or Substantial Owner believe are relevant.  
YES or NO

The Person/Substantial Owner must submit documentation to support the basis of its request for a reduction or waiver. The Chief Procurement Officer reserves the right to make additional inquiries and request additional documentation.

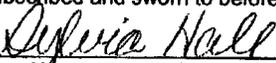
**V. Affirmation**

The Person/Substantial Owner affirms that all statements contained in the Affidavit are true, accurate and complete.

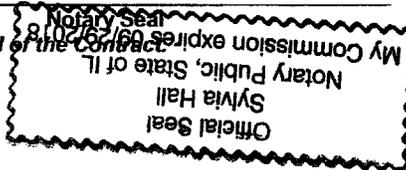
Signature:  Date: 1/5/2016

Name of Person signing (Print): Morris Reed Title: President/CEO

Subscribed and sworn to before me this 5<sup>th</sup> day of JANUARY, 2016

x   
Notary Public Signature

Note: The above information is subject to verification prior to the award of the Contract.



SECTION 5

CONTRACT AND EDS EXECUTION PAGE  
PLEASE EXECUTE THREE ORIGINAL COPIES

The Applicant hereby certifies and warrants that all of the statements, certifications and representations set forth in this EDS are true, complete and correct; that the Applicant is in full compliance and will continue to be in compliance throughout the term of the Contract or County Privilege issued to the Applicant with all the policies and requirements set forth in this EDS; and that all facts and information provided by the Applicant in this EDS are true, complete and correct. The Applicant 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.

Execution by Corporation

Westside Health Authority  
Corporation's Name  
773-378-1878  
Telephone  
Secretary Signature

Morris Reed  
President's Printed Name and Signature  
mreed@healthauthority.org  
Email  
1/5/2016  
Date

Execution by LLC

LLC Name  
Date

\*Member/Manager Printed Name and Signature  
Telephone and Email

Execution by Partnership/Joint Venture

Partnership/Joint Venture Name  
Date

\*Partner/Joint Venturer Printed Name and Signature  
Telephone and Email

Execution by Sole Proprietorship

Printed Name and Signature  
Telephone

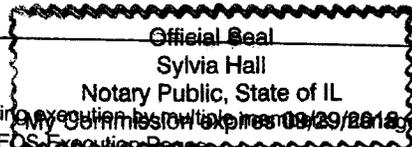
Date  
Email

Subscribed and sworn to before me this  
4<sup>th</sup> day of JAN, 20 16

Sylvia Hall  
Notary Public Signature

My commission expires: 09/29/2018

Notary Seal



If the operating agreement, partnership agreement or governing documents requiring any of the above information, please complete and execute additional Contract and EDS Execution Pages.

SECTION 6  
COOK COUNTY SIGNATURE PAGE

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 16 DAY OF February, 20 16

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

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

1553-14558D

OR

ITEM(S), SECTION(S), PART(S): \_\_\_\_\_  
\_\_\_\_\_

TOTAL AMOUNT OF CONTRACT: \$ 100,000.00  
(DOLLARS AND CENTS)

FUND CHARGEABLE: \_\_\_\_\_

APPROVED BY THE BOARD OF  
COOK COUNTY COMMISSIONERS  
FEB 10 2016

APPROVED AS TO FORM:

**NOT REQUIRED**

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

\_\_\_\_\_  
Date