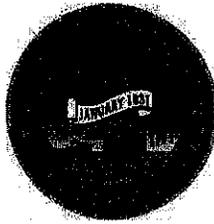


**PROFESSIONAL SERVICES AGREEMENT**

**VIOLENCE PREVENTION, INTERVENTION AND REDUCTION  
SEED GRANTS (\$40,000)**

BETWEEN



COOK COUNTY GOVERNMENT

JUSTICE ADVISORY OF COOK COUNTY

AND

NORTH LAWDALE COLLEGE PREP. CHARTER HIGH SCHOOL

CONTRACT NO. 1553-14559B

**APPROVED BY BOARD OF  
COOK COUNTY COMMISSIONERS**

**OCT 07 2015**

# 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	Board Authorization
Exhibit 6	MBE/WBE Utilization Plan
Exhibit 7	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 NORTH LAWNDALE COLLEGE PREP. CHARTER HIGH SCHOOL, doing business as a Not-For-Profit of the State of Illinois, hereinafter referred to as "Contractor.

**BACKGROUND**

*The County of Cook issued a Request for Proposals "RFP" for Violence Prevention, Intervention and Reduction Seed Grants (\$40,000). Proposals were evaluated in accordance with the evaluation criteria published in the RFP. The Contractor was selected based on the proposal submitted and evaluated by the County representatives.*

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

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

**TERMS AND CONDITIONS**

**ARTICLE 1: INCORPORATION OF BACKGROUND**

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

**ARTICLE 2: DEFINITIONS**

**a) Definitions**

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

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

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

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

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

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

**"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:

**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	Board Authorization
Exhibit 6	MBE/WBE Utilization Plan
Exhibit 7	Economic Disclosure Statement

**ARTICLE 3: DUTIES AND RESPONSIBILITIES OF CONTRACTOR**

a) **Scope of Services**

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

b) **Deliverables**

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

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

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

c) **Standard of Performance**

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

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

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

d) **Personnel**

i) **Adequate Staffing**

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

ii) **Key Personnel**

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

iii) **Salaries and Wages**

Contractor and Subcontractors must pay all salaries and wages due all employees performing Services under this Agreement unconditionally and at least once a month without deduction or rebate on any account, except only for those payroll deductions that are mandatory by law or are permitted under applicable law and regulations. If in the performance of this Agreement Contractor underpays any such salaries or wages, the Comptroller for the County may withhold, out of payments due to Contractor, an amount sufficient to pay to employees underpaid the difference between the salaries or wages required to be paid under this Agreement and the salaries or wages actually paid these employees for the total number of hours worked. The amounts withheld may be disbursed by the Comptroller for and on account of Contractor to the respective employees to whom they are due. The parties acknowledge that this Section 3.d(iii) is solely for the benefit of the County and that it does not grant any third party beneficiary rights.

e) **Minority and Women 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**

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

i) **Insurance To Be Provided**

(1) Workers Compensation and Employers Liability

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

(2) Commercial General Liability (Primary and Umbrella)

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

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

Subcontractors performing Services for Contractor 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) Contractor 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. Contractor 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 Contractor is not a waiver by the County of any requirements for Contractor to obtain and maintain the specified coverages. Contractor must advise all insurers of the provisions in this Agreement regarding insurance. Non-conforming insurance does not relieve Contractor 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 Contractor. Contractor 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 Contractor in no way limit Contractor'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 Contractor 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) Contractor must require all Subcontractors to provide the insurance required in this Agreement, or Contractor may provide the coverages for Subcontractors. All Subcontractors are subject to the same insurance requirements as Contractor unless otherwise specified in this Agreement. If Contractor or Subcontractor 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 Contractor covenants and agrees to indemnify and save harmless the County and its commissioners, officials, employees, agents and representatives, and their respective heirs, successors and assigns, from and against any and all costs, expenses, attorney's fees, losses, damages and liabilities incurred or suffered directly or indirectly from or attributable to any claims arising out of or incident to the performance or nonperformance of the Contract by the Contractor, or the acts or omissions of the officers, agents, employees, Contractors, subcontractors, licensees or invitees of the Contractor. The Contractor expressly understands and agrees that any Performance Bond or insurance protection required of the Contractor, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify the County as hereinabove provided.

**h) Confidentiality and Ownership of Documents**

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

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

**i) Patents, Copyrights and Licenses**

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

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

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

**j) Examination of Records and Audits**

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

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

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

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

If Contractor carries out any of its duties under the Agreement through a subcontract with a related organization involving a value of cost of \$10,000.00 or more over a 12 month period, Contractor will cause such subcontract to contain a clause to the effect that, until the expiration of four years after the furnishing of any service pursuant to said subcontract, the related organization will make available upon request of the Secretary of Health and Human Services or the Comptroller General of the United States or any of their duly authorized representatives, copies of said subcontract and any books, documents, records and other data of said related organization that are necessary to certify the nature and extent of such costs. This paragraph relating to the retention and production of documents is included because of possible application of Section 1861(v)(1)(I) of the Social Security Act to this Agreement; if this Section should be found to be inapplicable, then this paragraph shall be deemed inoperative and without force and effect.

**k) Subcontracting or Assignment of Contract or Contract Funds**

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

Prior to the commencement of the Contract, the Contractor shall identify in writing to the Chief Procurement Officer the names of any and all Subcontractors it intends to use in the performance of the Contract by completing the Identification of Subcontractor/Supplier/Subcontractor 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. Contractor shall incorporate into all subcontracts all of the provisions of the Contract which affect such subcontract. Copies of subcontracts shall be provided to the Chief Procurement Officer upon request.

The Contractor must disclose the name and business address of each Subcontractor, attorney, lobbyist, accountant, Contractor and any other person or entity whom the Contractor has retained or expects to retain in connection with the Matter, as well as the nature of the relationship, and the total amount of the fees paid or estimated to be paid. The Contractor is not required to disclose employees who are paid or estimated to be paid. The Contractor is not required to disclose employees who are paid solely through the Contractor's regular payroll. "Lobbyist" means any person or entity who undertakes to influence any legislation or administrative action on behalf of any person or entity other than: (1) a not-for-profit entity, on an unpaid basis, or (2), himself.

“Lobbyist” also means any person or entity any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action. If the Contractor is uncertain whether a disclosure is required under this Section, the Contractor must either ask the County, whether disclosure is required or make the disclosure.

The County reserves the right to prohibit any person from entering any County facility for any reason. All Contractors and Subcontractor of the Contractor shall be accountable to the Chief Procurement Officer or his designee while on any County property and shall abide by all rules and regulations imposed by the County.

**l) Professional Social Services**

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

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

**ARTICLE 4: TERM OF PERFORMANCE**

**a) Term of Performance**

This Agreement takes effect when approved by the Cook County Chief Procurement Officer and its term shall be from November 1, 2015 through October 31, 2016 or until this Agreement is terminated in accordance with its terms, whichever occurs first.

**b) Timeliness of Performance**

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

**c) Agreement Extension Option**

The Chief Procurement Officer may at any time before this Agreement expires elect to extend this contract under the same terms and conditions as this original Agreement, except as provided otherwise in this Agreement, by notice in writing to Contractor. After notification by the Chief Procurement Officer, this Agreement must be modified to reflect the time extension in accordance with the provisions of Section 10.c.

**ARTICLE 5: COMPENSATION**

**a) Basis of Payment**

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

**b) Method of Payment**

All invoices submitted by the Contractor shall be in accordance with the cost provisions 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 Contractor 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. Contractor 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 Contractor to the County.

The Contractor acknowledges its duty to ensure the accuracy of all invoices submitted to the County for payment. By submitting the invoices, the Contractor certifies that all itemized entries set forth in the invoices are true and correct. The Contractor 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 Contractor 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 Contractor, and reporting the matter to the Cook County Office of the Independent Inspector General.

When a Contractor receives any payment from the County for any supplies, equipment, goods, or services, it has provided to the County pursuant to its Agreement, the Contractor 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 Contractor with all of the documents and information required of the Contractor. The Contractor 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 Contractor 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 Contractor in writing of that occurrence, and this Agreement will terminate on the earlier of the last day of the fiscal period for which sufficient appropriation was made or whenever the funds appropriated for payment under this Agreement are exhausted. Payments for Services completed to the date of notification will be made to Contractor. No payments will be made or due to Contractor and under this Agreement beyond those amounts appropriated and budgeted by the County to fund payments under this Agreement.

e) **Taxes**

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

f) **Price Reduction**

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

g) **Contractor Credits**

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

**ARTICLE 6: DISPUTES**

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

Notwithstanding a dispute, Contractor shall continue to discharge all its obligations, duties and responsibilities set forth in the Contract during any dispute resolution proceeding unless otherwise agreed to by the County in writing.

**ARTICLE 7: COOPERATION WITH INSPECTOR GENERAL AND COMPLIANCE WITH ALL LAWS**

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

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

**ARTICLE 8: SPECIAL CONDITIONS**

**a) Warranties and Representations**

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

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

- iv) warrants that Contractor and its Subcontractors are not in default at the time this Agreement is signed, and 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 Contractor warrants it can and will perform, or cause to be performed, the Services in strict accordance with the provisions and requirements of this Agreement;
- vi) represents that Contractor and, to the best of its knowledge, its Subcontractors are not in violation of the provisions of the Illinois Criminal Code, 720 ILCS 5/33E as amended; and
- vii) acknowledges that any certification, affidavit or acknowledgment made under oath in connection with this Agreement is made under penalty of perjury and, if false, is also cause for termination under Sections 9.a and 9.c.

**b) Ethics**

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

**c) Joint and Several Liability**

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

d) **Business Documents**

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

e) **Conflicts of Interest**

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

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

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

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

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

**a) Events of Default Defined**

The following constitute events of default:

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

- (b) Failure to perform the Services in a manner reasonably satisfactory to the Chief Procurement Officer or inability to perform the Services satisfactorily as a result of insolvency, filing for bankruptcy or assignment for the benefit of creditors;
  - (c) Failure to promptly re-perform within a reasonable time Services that were rejected as erroneous or unsatisfactory;
  - (d) Discontinuance of the Services for reasons within Contractor's reasonable control; and
  - (e) Failure to comply with any other material term of this Agreement, including the provisions concerning insurance and nondiscrimination.
- iii) Any change in ownership or control of Contractor without the prior written approval of the Chief Procurement Officer, which approval the Chief Procurement Officer will not unreasonably withhold.
  - iv) Contractor's default under any other agreement it may presently have or may enter into with the County during the life of this Agreement. Contractor acknowledges and agrees that in the event of a default under this Agreement the County may also declare a default under any such other Agreements.
  - v) Failure to comply with Article 7 in the performance of the Agreement.
  - vi) Contractor's repeated or continued violations of County ordinances unrelated to performance under the Agreement that in the opinion of the Chief Procurement Officer indicate a willful or reckless disregard for County laws and regulations.

**b) Remedies**

The occurrence of any event of default permits the County, at the County's sole option, to declare Contractor in default. The Chief Procurement Officer may in his sole discretion give Contractor an opportunity to cure the default within a certain period of time, which period of time must not exceed 30 days, unless extended by the Chief Procurement Officer. Whether to declare Contractor in default is within the sole discretion of the Chief Procurement Officer and neither that decision nor the factual basis for it is subject to review or challenge under the Disputes provision of this Agreement.

The Chief Procurement Officer will give Contractor written notice of the default, either in the form of a cure notice ("**Cure Notice**"), or, if no opportunity to cure will be granted, a default notice ("**Default Notice**"). If the Chief Procurement Officer gives a Default Notice, he will also indicate any present intent he may have to terminate this Agreement, and the decision to terminate (but not the decision not to terminate) is final and effective upon giving the notice. The Chief Procurement Officer may give a Default Notice if Contractor fails to 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, Contractor must discontinue any Services, unless otherwise directed in the notice, and deliver all materials accumulated in the performance of this Agreement, whether completed or in the process, to the County. After giving a Default Notice, the County may invoke any or all of the following remedies:

- i) The right to take over and complete the Services, or any part of them, at Contractor's expense and as agent for Contractor, either directly or through others, and bill Contractor for the cost of the Services, and Contractor must pay the difference between the total amount of this bill and the amount the County would have paid Contractor under the terms and conditions of this Agreement for the Services that were assumed by the County as agent for the Contractor under this Section 9.b;
- ii) The right to terminate this Agreement as to any or all of the Services yet to be performed effective at a time specified by the County;
- iii) The right of specific performance, an injunction or any other appropriate equitable remedy;
- iv) The right to money damages;
- v) The right to withhold all or any part of Contractor's compensation under this Agreement;
- vi) The right to consider Contractor non-responsible in future contracts to be awarded by the County.

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

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

**c) Early Termination**

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

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

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

If the County's election to terminate this Agreement for default under Sections 9.a and 9.b is determined in a court of competent jurisdiction to have been wrongful, then in that case the termination is to be considered to be an early termination under this Section 9.c.

**d) Suspension**

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

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

**e) Right to Offset**

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

- i) if the County terminates this Agreement for default or any other reason resulting from Contractor's performance or non-performance;
- ii) if the County exercises any of its remedies under Section 9.b of this Agreement;  
or
- iii) if the County has any credits due or has made any overpayments under this Agreement.

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

**f) Delays**

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

**g) Prepaid Fees**

In the event this Contract is terminated by either party, for cause or otherwise, and the County has prepaid for any Deliverables, Contractor shall refund to the County, on a prorated basis to the effective date of termination, all amounts prepaid for Deliverables not actually provided as of the effective date of the termination. The refund shall be made within fourteen (14) days of the effective date of termination.

**ARTICLE 10: GENERAL CONDITIONS**

**a) Entire Agreement**

**i) General**

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

**ii) No Collateral Agreements**

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

- (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**

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

b) **Counterparts**

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

c) **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.

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

**e) Severability**

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

**f) Assigns**

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

**g) Cooperation**

Contractor must at all times cooperate fully with the County and act in the County's best interests. If this Agreement is terminated for any reason, or if it is to expire on its own terms, Contractor must make every effort to assure an orderly transition to another provider of the Services, if any, orderly demobilization of its own operations in connection with the Services, uninterrupted provision of Services during any transition period and must otherwise comply with the reasonable requests and requirements of the 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 Contractor's performance in any respect or waives a requirement or condition to either the County's or Contractor's performance, the waiver so granted, whether express or implied, only applies to the particular instance and is not a waiver forever or for subsequent instances of the performance, requirement or condition. No such waiver is a modification of this Agreement regardless of the number of times the County may have waived the performance, requirement or condition. Such waivers must be provided to Contractor in writing.

**i) Independent Contractor**

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

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

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

**j) Governmental Joint Purchasing Agreement**

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

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 Contractor. 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 Contractor 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 Contractor: North Lawndale College Prep. Charter High School  
1313 South Sacramento Avenue  
Chicago, Illinois 60623  
Attention: John Horan, President

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

**ARTICLE 12: AUTHORITY**

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

EXHIBIT 1

Scope of Services



NORTH LAWNSDALE  
COLLEGE PREP

1313 South Sacramento Blvd. Chicago, IL 60623  
p: 773 542 6766 f: 773 542 6955 [www.nlcphs.org](http://www.nlcphs.org)

May 4, 2015

Shannon E. Andrews  
Chief Procurement Officer  
Office of the Chief Procurement Officer  
118 N. Clark Street, Room 1018  
Chicago, IL 60612

Dear Ms. Andrews:

Please find enclosed a \$40,000 grant request from North Lawndale College Prep (NLCP). Our request is in response to RFP No. 1553-14559.

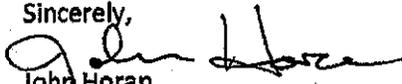
This letter will serve as indication of our commitment to implementing the NLCP Peace Initiative according to the program schedule, budget and outcomes described within. The members of our team who will be involved in implementing the program include:

- John Horan, NLCP President
- Gerald Smith, Program Manager/Student Advisor
- Tiffany Childress, Project Advisor
- Evan Westerfield, Project Manager
- Elizabeth Garcia, Data Analyst
- Robin D'Averson, Peer Jury Advisor
- Amanda Richey, Peer Jury Advisor

We are grateful for the previous support of the Cook County Justice Advisory Council (JAC) and thank you in advance for considering our request for continued funding.

If you have questions or need additional information, please do not hesitate to contact Evan Westerfield at (847) 868-4324 or [ewesterfield@nlcphs.org](mailto:ewesterfield@nlcphs.org)

Sincerely,

  
John Horan  
President

**SECTION C: AGENCY DESCRIPTION**

North Lawndale College Preparatory Charter High School (NLCP) is a charter public high school serving 840 students in grades 9-12 at two campuses (Christiana and Collins) located less than a mile apart in North Lawndale. NLCP is open to any student within the City who applies—although the vast majority of students come from the immediate surrounding zip codes and West Side communities of North Lawndale, Garfield Park and Austin.

These are some of the poorest and most under-resourced communities in Chicago. Nearly 50% of the people living in these areas earn less than \$25,000 per year. Fewer than 10% hold bachelor's degrees. One consequence of this poverty is a staggering incidence of murders, shootings, and other person-on-person violence. If the West Side were its own city, it would qualify as the deadliest and most violent in America.

Research shows that one of the best ways to address such poverty and violence is through education and school-based programming. It was precisely for this reason that North Lawndale College Prep (NLCP) was formed in 1998. As a charter school, NLCP has more freedom to decide how to spend its allocated funds and how to structure its educational program.

Since its inception, NLCP has used this flexibility to pursue a single guiding mission: to develop in each and every student, no matter their circumstances or prior preparation, those personal and academic skills necessary for successful graduation from college. Research shows that students who obtain a college degree (i) earn substantially more than young adults without such degree; (ii) have significantly greater job security; and (iii) are far less likely to commit or be victims of violent crime. Indeed, success in college depends on having personal characteristics—forethought, patience, and self-regulation—that are anathema to violent behavior. By teaching these skills, and producing college-graduates, NLCP aspires to address the root causes of the violence affecting the West Side.

NLCP is succeeding at this mission. Nearly 90% of its students graduate high school (compared to less than 50% for other neighborhood schools). More than 80% of these graduates enroll in college (compared to less than 50% for other neighborhood schools). The graduation rate of NLCP students who have been out of college for more than six years is 40%, with another 10% still persisting (compared to 10% nationally for low-income students)

NLCP operationalizes all this on a daily basis through its school-wide "Peace Initiative." The Peace Initiative is a response to the fact that most of our incoming freshmen arrive believing that violence is an appropriate way of dealing with conflict. That "reality" must be disrupted. It is imperative that these students develop an alternative set of strategies and approaches in they are to succeed in college and be a force for positive behavior at home and in their community.

The Peace Initiative, described in detail in the following sections, weaves together many best practices in violence prevention and intervention sought by the Cook County Justice Advisory Council. NLCP's strategy emphasizes teaching students conflict resolution skills, engaging them to recommend restorative consequences when violence does occur, recruiting parents and grammar schools as community partners and linking students who have experienced trauma with therapeutic services.

Due to these efforts, NLCP's Peace Initiative has a proven track record of success. In the school year 2008-2009, NLCP recorded more than 90 fights—almost one every other day. In the school year 2009-2010, when the Initiative was implemented, fights dropped to only 25. Since that time, the number of fights has continued to decline. Recidivism has decreased as well, with fewer and fewer repeat offenders. For that last few years, NLCP has boasted an "A" in Peace, meaning there were fewer than 15 fights and more than 90% of its school days were free of any physical response to conflict.

**SECTION D: EXECUTIVE SUMMARY AND AGENCY ORG CHART**

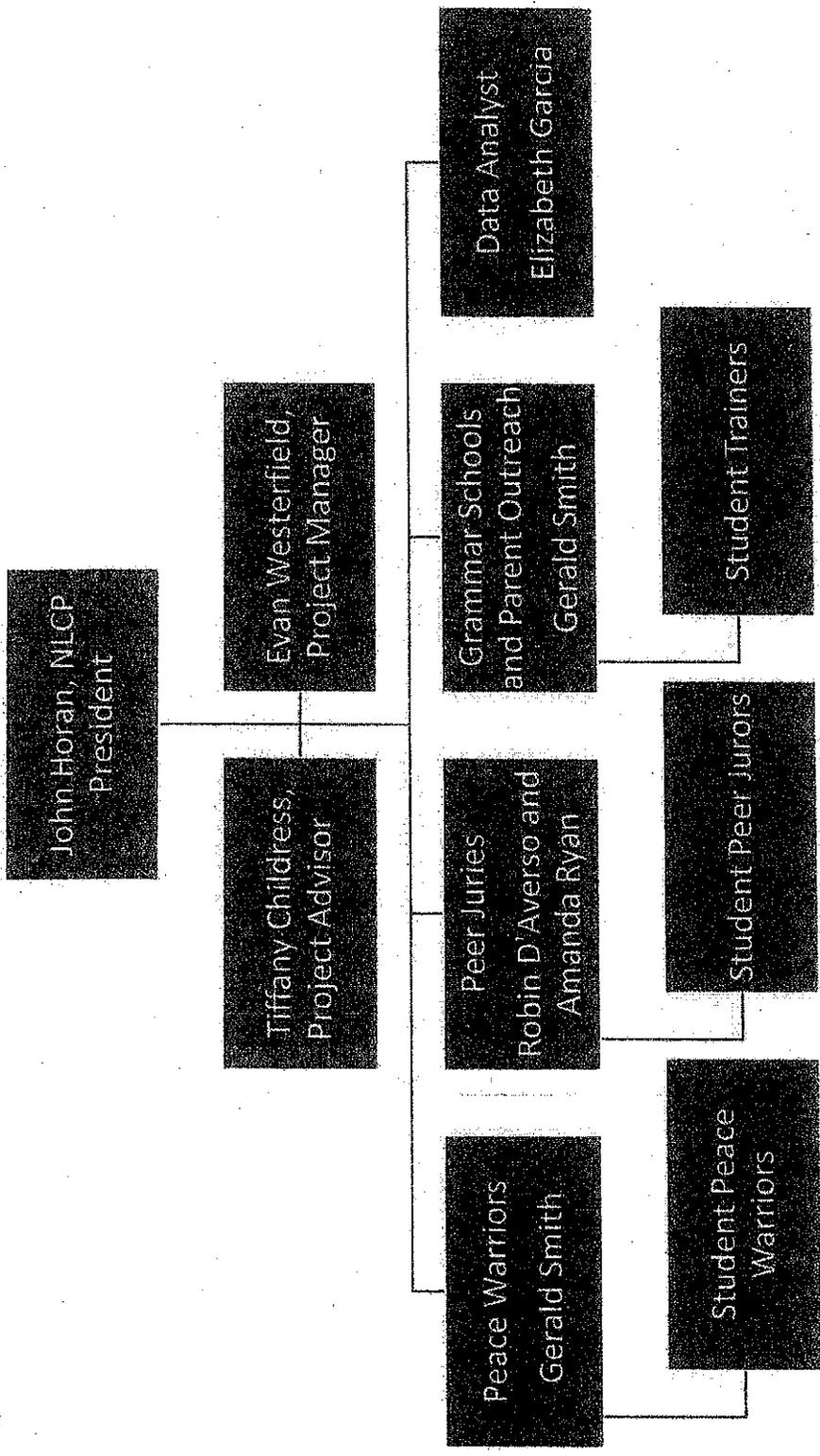
NLCP is a charter high school in Chicago's North Lawndale community that serves 840 African-American students. NLCP takes under-resourced, under-prepared students and in four years develops in them the skills needed to complete college. NLCP has graduated more than 1,500 students. Over 80% of NLCP graduates who enroll in college either graduate or continue pursuing a degree.

NLCP respectfully requests a \$40,000 grant from the Cook County Justice Advisory Council to support our student led Peace Initiative which engages students to serve as Peace Warriors to intervene and deescalate disputes. When fights do occur, NLCP convenes student led Peer Juries that are empowered to recommend restorative activities. Since the Peace Initiative was launched during the 2008-2009 school year, a more respectful and just school community has emerged that is protected, nurtured and grown by NLCP student leaders who model and promote nonviolent conflict resolution.

The Peace Initiative is designed to serve the larger community. As in previous years, NLCP Peace Warriors, who use Dr. Martin Luther King's principles of nonviolence to resolve conflict, will train 150 students at nearby grammar schools to utilize similar tactics to resolve conflicts at their schools. In addition, NLCP Peace Warriors will organize and facilitate conflict resolution workshop for 150 adults and parents. Students will plan and facilitate the community based workshops. Including all NLCP students, the Peace Initiative will reach 1,140 individuals.

Every year, NLCP must develop a new cohort of student leaders to replace those who graduate. This evolution is intrinsic to maintaining a model that minimizes adult involvement. Several NLCP staff plays important advisory roles in helping students to keep the Peace Initiative on track. Like NLCP's student Peace Warriors, these staff members have extensive experience in nonviolence and civic action work. Key team members responsible for successfully implementing the program are John Horan, President of NLCP, and Gerald Smith, Program Manager/Student Advocate.

North Lawndale College Prep  
Peace Initiative  
Organizational Chart



**SECTION E: DESCRIPTION OF THE PROBLEM**

As described previously, the communities served by NLCP, especially North Lawndale are among the most distressed in Chicago. North Lawndale's rate of youth disconnection—defined by the U.S. Census Bureau as the number of youth between the ages of 16 and 24 who are neither employed or in school—is 30%, one of the highest in the nation.<sup>1</sup>

One consequence is that every year, hundreds of young people in North Lawndale become entangled with the juvenile justice system. They appear in court and are either detained or placed on probation. Research suggests that the post-detention outcomes for these youth are grim: nearly two-thirds recidivate and only one-third re-enroll in school.<sup>2</sup>

NLCP's students display all the signs of growing up in such challenged communities. Close to 10% of NLCP students are homeless. Over half of the freshman read at a 6th grade level or below. 70% of our students report that they have witnessed gun violence; 70% report that immediate family members have been victims of gun violence; and 25% report that they themselves have been victims of gun violence. All would simply like the chance to live in an area where violence is not an ongoing issue that affects their day to day lives.

Against this backdrop, it is hardly surprising that many incoming NLCP freshman arrive believing that resorting to physical and emotional violence is a normal, if not acceptable, response to interpersonal conflict. They have endured many of the individual, family, peer and community risk factors noted for contributing to youth violence.

The types of violence that NLCP's Peace Initiative proposes to address are disputes between students—both in school and out—that have the potential to escalate to violence. NLCP students—

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<sup>1</sup> "Halve the Gap by 2030: Youth Disconnection in America's Cities", Kristen Lewis and Sarah Burd-Sharps. 2013

<sup>2</sup> "North Lawndale Juvenile Justice Snapshot (2009-2010): A Study Commissioned by the Steans Family Foundation." 2011

indeed all young people in North Lawndale—are at risk for becoming perpetrators, victims or both of violence. The Peace Initiative is designed to provide NLCP students, as well as their parents and students of nearby grammar schools that send students to NLCP, with the tools to resolve disputes, both those they are involved in and that they witness, using non-violent tactics before these situations result in bodily injury or emotional trauma.

**SECTION F: DESCRIPTION OF THE TARGET POPULATION**

Under the proposal, three distinct target populations would be served, totaling 1,140 individuals.

First, the proposed plan would serve the 840 students at NLCP. These students live in the West Side communities of North Lawndale, Garfield Park and Austin, with almost 70% coming from the zip codes of 60623 and 60624. They are 100% African-American or of color. As many as 95% come from low-income families. Nearly 10% are homeless at any given time. More than 50% arrive at high school reading at the 6th grade level or below.

The second population served by this grant would be approximately 150 parents of NLCP students and North Lawndale community members. This population is also 100% African-American or of color, and overwhelmingly low-income (median income of less than \$25,000 per year). Only 6% have college degrees, and among 20-24 year-olds, there is 60% unemployment.

Like their children, these adults have been disproportionately affected by the violence around them. They too report in surveys that they have witnessed and/or been personally impacted by gun violence at extremely high rates (>75%).

The final population served by this grant would be at least 150 7th and 8th grade students in the North Lawndale, Austin and Garfield Park areas (such as Polaris Charter Academy. This population comes entirely from the zip codes of 60623 and 60624 and is overwhelmingly low-income and of

color. These students' exposure to violence is similar to that experienced by their high-school brethren and their parents and adult community members described above.

## **SECTION G: PROPOSED PROGRAM AND IMPLEMENTATION SCHEDULE**

### **I. Program Activities**

The Peace Initiative is a multi-layered program that takes place within NLCP's Collins and Christiana campuses. In 2015-2016, the program will include the following targeted activities:

**Peace "Warriors."** Each year, a certain number of students receive comprehensive training in the principles of Kingian non-violence through a program developed in conjunction with University of Rhode Island's Center for Peace and Non-Violence as well as Dr. Bernard Lafayette, Dr. King's close confidante and co-laborer in the Civil Rights Movement.<sup>3</sup> The students are taught the importance of non-violent conflict resolutions, and then specifically how to identify problem situations and de-escalate those situations using research-based positive interventions. These students come to school in special uniforms to distinguish themselves, and then serve as "messengers of peace" for the rest of the school community as well as "first-responders" to any developing conflicts. Over the last four years, NLCP has trained more than 300 Peace "Warriors," with nearly 100 currently active in the school. The work of the Peace Warriors is supported by Gerald Smith, NLCP's Student Advocate. Mr. Smith meets with them weekly and provides coaching, mentoring and emotional support.

**Peace Circles.** When a potential conflict is identified, and cannot be resolved with direct intervention (e.g., an escalating set of inflammatory comments exchanged across social media), a Peace Circle will be convened. A Peace Circle is a student-led intervention in which all those involved in a potentially explosive situation are gathered promptly together given an opportunity to share their concerns and

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<sup>3</sup> Dr. Lafayette is known for, among other things, his effective mediation work in Colombia with FARC and his intervention to avert a violent confrontation between Native American leaders and the U.S. government at Wounded Knee, South Dakota.

feelings, with the guidance and supervision of several of the Peace Warriors. This exercise interrupts the habit of hair-trigger response and instead gives students an opportunity to practice and develop habits around how to appropriately resolve interpersonal problems. Not all Peace Warrior interventions occur on campus. Several times this school year, a Peace Warrior has notified a NLCP staff member regarding social media posts regarding out-of-school physical confrontations between students and bullying. Thus, the work of the Peace Warriors is something that continues both within NLCP buildings and in the virtual community.

**Peer Juries.** If a conflict develops and any form of physical contact is involved, there is a critical opportunity to re-teach the student about the consequences of resorting to violence and the need to avoid such responses. This is done through Peer Juries. The student who has "broken the peace" is required to come before a panel of his or her peers to explain the behavior at issue, and then to discuss its consequences for himself or herself, as well as the consequences for the other student(s) and the broader NLCP community. Together with the student, the Peer Jury determines an appropriate "restoration activity" that will help heal the community as well as move the student toward stronger habits of peace for the future. NLCP history teachers Robin D'Averso and Amanda Richey serve as advisors for Peer Juries at the Collins and Christiana campuses respectively. They are available to help make sure sessions remain on track and are regularly scheduled.

**Learning-to-Rise.** If a student engages in a physical response to a conflict that results in a suspension (e.g., a fight), that student cannot return to his or her classes after the suspension without first attending the Learning-to-Rise program. This is a half-day, intensive workshop designed to re-teach the principles of peaceful conflict resolution. One of the unique features of the Learning-to-Rise element of the program is that NLCP alumni are frequently engaged to provide additional mentoring and coaching to students. By utilizing former students, the overwhelming majority of which grew up in

and still reside in North Lawndale, NLCP is able to introduce an additional voice and perspective who has encountered similar challenges and frustrations dealing with conflict.

**Targeted Psychological Interventions.** Many of our students engage in violent activity, or respond to conflict violently, because they themselves have been impacted by violence. These victims of trauma often do not respond to the first levels of intervention identified above; more intensive work is required. NLCP provides that through group therapy interventions, designed by Lurie's Children's Hospital and implemented by NLCP social workers. The first is ThinkFirst, a group designed to teach alternative skills for responding to conflict. The second is CBITs, which stands for Cognitive Behavioral Intervention Therapy, an evidence-based program designed to give victims of trauma more tools for managing their emotional state.

Together, these complimentary programs ensure that (i) all students receive teaching on how to respond peacefully to conflict; (ii) those students who have difficulty internalizing those lessons at first are identified quickly and are put through experiences that allow them to practice and develop new habits; and (iii) those students who continue to have difficulty receive even more intensive interventions.

## II. Implementation Schedule

The proposed program implementation schedule will include several planning and coordination activities that are designed to ensure the continued sustainability of the Peace Initiative:

### a. Continue Core Nonviolence Programming

Thanks to the previous Violence Prevention, Intervention and Reduction Grant, NLCP was able to double the number of trained Peace Warriors to 100 and double the number of weekly peer jury/peace circle sessions. This enabled us to reach and share information about nonviolent approaches to conflict with significantly more students within the school community. It also enabled

us to employ restorative justice practices on a much wider scale. The results were exponential, and we now feel we are directly reaching nearly all 840 students in one way or another.

To sustain the same level of effort as in previous years, we need to maintain our number of Peace Warriors at 100, and to continue to run at least 6 peer jury/peace circle sessions each week. If we do so, we will continue to directly impact the entire school population.

As in prior years, we will hold two Peace Warrior training sessions, one in the fall, and one in the spring. In addition, we will hold two Peer Juror training sessions, also one in the fall and one in the spring.<sup>4</sup> These training sessions will ensure that we have the capacity to continue last year's work.

b. Maintain Program Sustainability.

Two factors are integral to the growth described. First, NLCP staff member Gerald Smith, a student advocate and instructor at the Christiana campus has taken on a significant leadership role as Program Manager for the Peace Initiative. Mr. Smith supervises the work of the Peace Warriors, with a special emphasis on supporting freshman and sophomores who participate and whose growth and involvement is critical to sustaining the program. Mr. Smith convenes weekly meetings of the Peace Warriors and is an important adult voice whenever students become discouraged or have questions about particular tactics or strategies they have learned. Second, NLCP's junior and senior Peace Warriors have firmly assumed a leadership role in training new students. They provide essential mentoring and peer support to new Peace Warriors.

The first part of the proposed program will involve training an additional 50 Peace Warriors and 25 student Peer Jurors—with a specific focus on the lower grades (9<sup>th</sup>, 10<sup>th</sup>, and to a lesser extent 11<sup>th</sup>). This would replace the ranks lost through graduation in 2014-2015 while maintaining a robust

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<sup>4</sup> While there is some overlap, the training to be a Peace Warrior differs from that for becoming a Peer Juror in important ways – hence the need for distinct training sessions.

enough cohort to ensure the capacity for student-led training of participants in future years. These trainings would be part of the fall and spring training sessions discussed above.

The second part of the proposed program is to train current NLCP student Peace Warriors and Peer Jurors to train their peers. This summer, NLCP will organize a week-long training for Peace Warriors with a special focus on training students who wish to take on more of a leadership role by recruiting and training their peers. As described above, this important leadership function is one that must be replaced every year when students graduate. By implementing a summer training program, the Peace Initiative will continue to remain sustainable.

c. Additional Parent Training

For the past two years, NLCP has held one or more parent training sessions focused on nonviolent conflict resolution. Each session has drawn over 100 parents and community members. The impact on the participants was palpable, as one attendee wrote to us afterwards:

Violence has had a big impact in my life, I lost a cousin when he was 2 because his step father couldn't control his anger, I lost a cousin because she wanted to break up with her boy friend so he beat her to death, I lost my brother because he was at the wrong place at the wrong time and I lost a cousin because he asked someone not to shoot fire crackers at the kids. All senseless deaths and could have been avoided. And what the kids taught the other day was a good lesson and I wish we could drill those same teachings into every individual.

While each session is unique, one theme has remained constant: the trainings are successful because they are entirely student-led. As in previous years, NLCP students will design the program, reach out to the community through calls and mailings and handle other event logistics. The training sessions will be led by students and are truly a unique opportunity for them to shine. There is no more powerful messenger for peace—and the unique culture that exists at NLCP—than the young people responsible for its continued growth.

Our plan for this year is to hold one parent training workshops in the spring. A major reason for reducing the number from that of previous years is that NLCP plans to expand its efforts to train grammar school students to include two new schools. Additional student planning and leadership development will be required to prepare a training program that is appropriate for these new partners.

d. Reaching the Next Generation.

As the Peace Initiative has become more sustainable, the Peace Warriors have remained keenly interested in sharing their work with younger students. For each of the last two years, several Peace Warriors have led training sessions at nearby elementary schools that refer students to NLCP.

Trinity A., a freshman at Christiana, graduated from Polaris Academy, a grammar school where the Peace Warriors trained 8th graders this year. She believes training younger children is a good idea.

“Like me, these students are about to transition to high school. It is good for them to learn how to keep the peace, even if they don’t go to NLCP.” Qiana L., is a junior at Christiana. She believes the experience has made her a better peace warrior. “Now that I have trained other students, I am more confident about intervening with arguments that might escalate.”

With this positive feedback in mind, the fourth and final element of the proposed program would be three training sessions for 7<sup>th</sup> and 8<sup>th</sup> graders. There would be three sessions during the school year. We would target students at Polaris Charter Academy and two other local elementary schools. The sessions would be conducted during the school day, and each would last approximately 1-2 hours. The sessions would be entirely student-organized and directed, with only adult supervision.

Other Components of Program.

In addition to the programmatic work, there will be a certain amount of administrative work. This includes managing project finances, report preparation and data analysis, among other things.

Overall supervision of the program will be conducted by John Horan, NLCP President for formerly NLCP Dean of Students. Mr. Horan will supervise Mr. Westerfield's work as project manager and Mr. Smith's work as program manager. Mr. Westerfield will supervise the work of the data analyst and will manage the finances of the project. Mr. Smith will supervise the work of the student trainers and collaborate with any other NLCP staff involved in the specific programmatic work.

**SECTION H: EXPECTED OUTCOMES**

NLCP is committed to regularly evaluating the impact of its programs and making adjustments as needed to ensure progress toward achieving its goals and objectives. NLCP's Data Manager will assist with collecting data necessary to monitor the Peace Initiative which has several goals for the next 12 months. These include:

**GOAL 1: Build a robust cohort of student leaders to ensure the long-term sustainability of the Peace Initiative**

**OUTCOMES:**

1a) By the end of the 2015-2016 school year, NLCP will train 50 new junior, sophomore and/or freshman students to become new Peace Warriors. They will use Martin Luther King's principles of nonviolence to convene Peace Circles to intervene and prevent conflicts between NLCP students from escalating. By having Peace Warriors at every grade level, it will become possible for the skills and knowledge about nonviolent conflict resolution to be transferred each year without significant adult involvement.

1b) By the end of the 2015-2016 school year, NLCP will train 25 new junior, sophomore and/or freshman students to become new Peer Jurors. These students will use restorative justice principles to recommend how a student(s) may repair the harm he/she has caused by resorting to violence as an alternative being suspended from school. Again, by expanding the involvement in all grade levels, future trainings can become more student-directed and self-perpetuating.

**GOAL 2: Continue engaging all NLCP students, faculty and staff to participate in building a peaceful, "beloved community" within the NLCP and wider community.**

**OUTCOMES:**

2a) During the 2015-2016 school year, NLCP teachers will create Advisory (Home Room) lesson plans that include approximately 1 hour per month of instruction around a peace or nonviolence related theme. These lessons will be provided to all 840 NLCP students. This goal will maintain the same level of instruction as provided in 2014-2015.

2b) Throughout the 2015-2016 school year, NLCP will keep a highly visible calendar at both the Collins and Christiana campuses that tracks the number of consecutive days of peace at the respective schools. As each 30 day interval of consecutive days of peace is reached, a student assembly or other gathering is held to celebrate this success. For 2015-2016, NLCP seeks to achieve a 50% reduction in the number of fights compared to the previous year.

**GOAL 3: Expand the NLCP Peace Initiative to include the wider North Lawndale community.**

**OUTCOMES:**

3a) By the end of the 2015-2016 school year, NLCP students will lead one parent and community nonviolence training workshops for up to 150 adults.

3b) By the end of the 2015-2016 school year, NLCP students will lead up to three violence prevention workshops for grammar school students who attend nearby elementary schools.

**SECTION I. PLANNING AND PREPARATION ACTIVITIES**

No special planning or preparation activities are necessary to implement the proposed program. As a result of the work under previous grants, NLCP is prepared to begin work on the proposed program as soon as authorization is given.

**SECTION L: QUALIFICATIONS OF PROPOSER**

NLCP has been operating as a public charter school for grades 9-12 since 1998 and currently has 120 employees and almost 840 students. NLCP has operated in the North Lawndale/West Side area that entire time. Thus, NLCP has more than 16 years' experience working with low-income African American young people who come from communities affected by violent crime. NLCP has graduated more than 1,400 students and only expelled three students.

The best indicator of NLCP's strong track record for providing services to this population is the fact that Chicago Public Schools has reviewed NLCP's performance every five years, and each time has recommended that NLCP's charter be renewed for another five years. NLCP has significant experience working with the West Side and its residents.

Where NLCP has been particularly successful, though, is at helping its students become peaceful. NLCP's freshmen enter the school bearing all the hallmarks of having grown up in a community wrecked by violence and trauma. They have limited tools of self-control. They respond in hair-trigger fashion to conflict. They view the use of violence to resolve problems as necessary and appropriate.

NLCP disrupts that with its school-wide Peace Initiative. All students receive lessons on self-regulation and how to respond to conflicts non-violently. As described earlier, these lessons are taught by our own students who have received advanced training in principles of Kingian non-violence and who then act as messengers of peace around the school, de-escalating conflicts with research-based positive intervention strategies. In other words, students, not adults, lead this effort. We also know that students make mistakes and that building and sustaining a peaceful community and school is a journey. Thus, whenever a NLCP student breaks the peace, the community responds to re-educate the

student about how to be non-violent—through restorative-practice Peace Circles, Peer Juries and Learning-to-Rise workshops. The result is that over 90% of NLCP's days are peaceful; outside gang activity by NLCP's students has significantly decreased; and the school does not even need to have metal detectors at its doors.

NLCP has been running its Peace Initiative since the summer of 2009, with all 840 of its students. NLCP has also conducted trainings of Peace Warriors for a number of other high schools, including the Social Justice High School, Roberto Clemente High School, and Kelvyn Park High School. Finally, NLCP has partnered with various organizations to implement peace work around the West Side, including Positive Peace Warriors Network, Lafayette and Associates, Tha House Development Corp., Marquette University, Writer's Theater and the MLK Project, and Lawndale Christiana Development Corp.

References include:

Dr. Bernard Lafayette, Lafayette and Associates: [lionthebigcat@yahoo.com](mailto:lionthebigcat@yahoo.com)  
Kazu Haga, Positive Peace Warriors Network: [emailkazu@gmail.com](mailto:emailkazu@gmail.com)  
Phil Jackson, Tha House Development Corporation: 773-398-6764  
Henry Cervantes, Marquette University: 773-691-3288  
Erin Matthews, Kelvyn Park High School: [ematthews4@cps.edu](mailto:ematthews4@cps.edu)  
Nicole Ripley, Writer's Theater and the MLK Project: [nripley@writerstheatre.org](mailto:nripley@writerstheatre.org)  
Kim Jackson, Lawndale Christian Development Corp: [kjackson@lcdc.net](mailto:kjackson@lcdc.net), 773-243-9077  
Pat Ford, Executive Director, Steans Family Foundation, [pford@fic-sff.com](mailto:pford@fic-sff.com)

**SECTION M: KEY PERSONNEL**

**John Horan, Project Leader.** Mr. Horan holds an undergraduate degree and a Masters of Divinity from University of St. Mary of the Lake. In addition to teaching elementary, high school, and graduate level courses, Mr. Horan served as the Director of the Catholic Youth Office in the Archdiocese of Chicago and the Executive Director of the "I Have a Dream" Foundation (IHAD). Mr. Horan was one of the founding architects of NLCP and became its Dean of Students in 1998. In June 2008, he was promoted to President.

**Gerald Smith, Program Manager/Student Advocate.** Mr. Smith has responsibility for student attendance, restorative justice work, and other student life issues. Mr. Smith is also a classroom instructor, leading a class that teaches skills relating to civic engagement and action. He is a certified trainer in Kingian nonviolence practices and was the chief adult liaison when NLCP's Peace Warriors organized training for parents last year.

**Tiffany Childress, Project Advisor.** Ms. Childress holds an undergraduate degree from The Ohio State University and a Master's Degree in Secondary Science Education from Wheaton College. Ms. Childress has taught at risk youth for more than six years as a Chemistry teacher at NLCP. Prior to that, Ms. Childress worked as an education community organizer within the Little Village High School. Ms. Childress is a Level II certified non-violence trainer (University of Rhode Island) as well as the 2012 recipient of the Facing History, Facing Ourselves "Upstander" award for her non-violence work. Ms. Childress has served as a Board member for a number of organizations directed at helping at risk youth, including Lawndale Christian Development Corporation and ENLACE Chicago. Ms. Childress lives in the North Lawndale community.

**Evan Westerfield, Project Manager.** Mr. Westerfield holds an undergraduate degree from Yale College and a J.D. from the University of Chicago Law School. Mr. Westerfield practiced as an

attorney for 20 years at the law firm of Sidley Austin LLP, before retiring on December 31, 2013. He served on NLCP's Board for 12 years and was Chair of the Board and acting interim superintendent of NLCP from 2007-2009. He now serves as Chief of External Affairs for NLCP.

**Elizabeth Garcia, Ph.D., Data Analyst.** Elizabeth holds a B.S. from the University of Illinois at Chicago and a M.S. and Ph.D. from the University of Illinois at Urbana-Champaign. She has worked in the field of education since 2005 and joined NLCP in 2011 as the Data Analyst. In 2013, she became the Director of Data Systems and Analysis at NLCP and continues work with teachers, departments, and administrators in utilizing data to inform policy and practice, while overseeing data systems and integrity.

**Amanda Richey, Peer Jury Advisor.** Amanda has taught History at NLCP's Christiana campus since Fall 2009. She holds a BA in History from Georgia State University and a Master in Education from DePaul. She has taught in charter schools in Chicago since 2005. For the purposes of this project, she will serve as an advisor to students who convene Peer Juries up to four times per week during the school year.

**Robin D'Averso, Peer Jury Advisor.** Robin has taught History at NLCP's Collins campus since Fall 2009. She holds a Masters Degree in Education, Instructional Leadership from University of Illinois-Chicago. For the purposes of this project, she will serve as an advisor to students who convene Peer Juries up to four times per week during the school year.

**SECTION N: SUB-CONTRACTING OR TEAMING**

Not Applicable.

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EXHIBIT 2

Schedule of Compensation

A	B	C	D	E	F	G	H	I
1	<b>APPENDIX I - PRICING PROPOSAL FORM</b>							
2								
3	Organization Name:	North Lawndale College Prep						
4	Project Name:	NLCP Peace Initiative						
5	Grant Time Period:	July 1 to June 30						
6								
7								
8	<b>PERSONNEL</b>							
9								
10	<b>STAFF</b>	<b>Rate</b>	<b>Unit</b>	<b>%</b>	<b># months</b>	<b>%</b>	<b>TOTAL</b>	
11	John Horan - NLCP President, Project Leader	\$ 111,000.00	1	5%	12	\$	5,550.00	\$ 5,550.00
12	Gerald Smith - Student Advocate	\$ 52,000.00	1	20%	12	\$	10,400.00	\$ 10,400.00
13	Evan Westerfield - Project Manager	\$ 100,000.00	1	10%	12	\$	10,000.00	\$ 10,000.00
14	Tiffany Childress - Project Advisor	\$ 63,000.00	1	5%	12	\$	3,150.00	\$ 3,150.00
15	Elizabeth Garcia - Data Analyst	\$ 75,000.00	1	5%	12	\$	3,750.00	\$ 3,750.00
16	Robin D'Averso - Peer Jury Advisor	\$ 66,000.00	1	5%	12	\$	3,300.00	\$ 3,300.00
17	Amanda Richey - Peer Jury Advisor	\$ 68,000.00	1	5%	12	\$	3,400.00	\$ 3,400.00
18								
19	Sub-total Staff							\$ 39,550.00
20								
21								
22	<b>BENEFITS</b>							
23	Social Security / Pension							\$ 2,472
24	Medicare							\$ 573
25	Health, Dental, Vision, Life							\$ 7,119
26	Sub-total benefits							\$ 10,164
27								
28	<b>CONTRACT/CONSULTANT</b>							
29	7 Student Trainers (average per session)	\$ 350.00	10	100%	10		350	\$ 3,500.00
30								
31								
32								
33	Sub-total Contract/Consultant							\$ 3,500.00
34								
35	<b>TOTAL PERSONNEL</b>							\$ 53,214
36								
37	<b>EQUIPMENT</b>							
38								
39	Item	Price	Unit		#Units			<b>TOTAL</b>
40								
41								
42	<b>TOTAL EQUIPMENT</b>							0



## Appendix II – Budget Justification Form (Budget Narrative)

### Personnel

Funding in the amount of \$21,600 is sought to defray salary and benefits costs related to the program. These positions are critical to the program successful implementation and the continued development of students who take on leadership roles as Peace Warriors and Peer Jurors.

The total Personnel cost for the program is \$49,714. The request to the Cook County Justice Advisory Council (JAC) is for \$21,600. Additional funding is provided through private donations and NLCP operations, totaling \$28,114.

### Contract/Consultant

Modest stipends are included for students who take on advanced roles training other students to become Peace Warriors and/or Peer Jurors. Stipends are also needed for students who participate in community outreach efforts such as training grammar school students and/or adults. These incentives reward students for their efforts and contribute to retaining student leaders.

The total Contract/Consultant Cost is \$3,500. The request to JAC is for \$3,500.

### Equipment

There are no equipment related expenses.

### Materials and Supplies

Funds are requested from JAC to cover expenses for supplies and incentives for training workshops. The types of materials and supplies requested include easels, butcher block paper, markers and similar items needed to facilitate multiple training workshops, Peer Jury sessions and other activities. Incentives provided for participants will include NLCP Peace Initiative branded buttons and other rewards for community partners who attend Peace Initiative events.

The total Materials and Supplies cost is \$6,500. The request to JAC is for \$6,500.

### Other Direct Costs

The budget includes \$6,400 to provide food at Peace Initiative workshops and events. The budget also includes \$2,000 for Peace Initiative apparel, such as Peace Warrior t-shirts.

Creating a safe, welcoming space where students know that their ideas, input and feedback is encouraged and valued takes time. For this reason, we provide food and refreshments at Peace Warrior and Peer Jury trainings and meetings as an incentive for attending. The t-shirts that we provide the Peace Warriors and other clothing items that distinguish these students leaders have also proven to be effective at keeping them engaged. These incentives are significant portion of our current budget and

future expansion plans. We provide them as a sign of respect and appreciation. This is hard work that can be rewarding, yet also emotionally taxing for our students. At the end of the day, we want our Peace Warriors and Peer Jurors to know that we value their time and contributions.

The total Other Direct costs is \$8,400. The request to JAC is for \$8,400.

### **Sustainability**

To ensure the long-term sustainability of the Peace Initiative, beyond funds provided by the JAC, NLCP is beginning to pursue private support from individuals, corporations and foundations that share a similar interest in violence prevention and the population served by NLCP. In addition, NLCP will seek to find in-kind donors to contribute food, materials and other supplies whenever possible to help keep costs down.

EXHIBIT 3

Evidence of Insurance



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
8/12/2015

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

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

<b>PRODUCER</b> HUB International Midwest Limited 55 East Jackson Boulevard Chicago IL 60604	<b>CONTACT NAME:</b> Tim O'Brien <b>PHONE (A/C, No, Ext):</b> 312-429-2295 <b>E-MAIL ADDRESS:</b> mid_certificates@hubinternational.com	<b>FAX (A/C, No):</b>
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> NORTLAW-02 North Lawndale College Preparatory Charter High Sc 1615 South Christiana Avenue Chicago IL 60623	<b>INSURER A:</b> Great American Alliance Insurance C	<b>NAIC #</b> 26832
	<b>INSURER B:</b> New York Marine & General Insurance	16608
	<b>INSURER C:</b> United States Fire Insurance Compan	21113
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**                      **CERTIFICATE NUMBER: 964699136**                      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD / WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <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 OTHER:		PAC0991672	7/15/2015	7/15/2016	EACH OCCURRENCE	\$1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$300,000
						MED EXP (Any one person)	\$10,000
						PERSONAL & ADV INJURY	\$1,000,000
						GENERAL AGGREGATE	\$3,000,000
						PRODUCTS - COMP/OP AGG	\$2,000,000
							\$
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		CAP0991673	7/15/2015	7/15/2016	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10,000		UMB0991674	7/15/2015	7/15/2016	EACH OCCURRENCE	\$5,000,000
						AGGREGATE	\$5,000,000
							\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		WC201500006586	7/15/2015	7/15/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
						E.L. EACH ACCIDENT	\$500,000
						E.L. DISEASE - EA EMPLOYEE	\$500,000
						E.L. DISEASE - POLICY LIMIT	\$500,000
A A C	Sexual Misconduct Crime Catastrophic		CBP8956955 CBP8956955 UGA5851C	7/15/2015 7/15/2015 9/1/2014	7/15/2016 7/15/2016 9/1/2015	Each Loss/Aggregate Limit	1,000,000 200,000 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

This certificate of insurance is provided with regards to Contract No. is 1553-14559B.

Cook County is listed as additional insured with respects to the general liability policy.

## CERTIFICATE HOLDER                      CANCELLATION

Cook County Office of the Chief Procurement Officer 118 N, Clark St., Room 1018 Chicago IL 60602	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

EXHIBIT 4

Identification of Subcontractor/Supplier/SubConsultant Form

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

<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.: <u>Not Applicable</u>	Date:
Total Bid or Proposal Amount:	Contract Title:
Contractor:	Subcontractor/Supplier/ Subconsultant to be added or substitute:
Authorized Contact for Contractor:	Authorized Contact for Subcontractor/Supplier/ Subconsultant:
Email Address (Contractor):	Email Address (Subcontractor):
Company Address (Contractor):	Company Address (Subcontractor):
City, State and Zip (Contractor):	City, State and Zip (Subcontractor):
Telephone and Fax (Contractor):	Telephone and Fax (Subcontractor):
Estimated Start and Completion Dates (Contractor):	Estimated Start and Completion Dates (Subcontractor):

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>

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  
John Horan  
Name  
President, NLCP  
Title  
John Horan  
Prime Contractor Signature  
Date 10/20/15

EXHIBIT 5  
Board Authorization



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Details

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<b>File #:</b>	15-5122	<b>Version:</b>	1	<b>Name:</b>	Violence Prevention, Intervention, & Reduction Services
<b>Type:</b>	Contract	<b>Status:</b>		<b>Status:</b>	Approved
<b>File created:</b>	8/25/2015	<b>In control:</b>		<b>In control:</b>	Board of Commissioners
<b>On agenda:</b>	10/7/2015	<b>Final action:</b>		<b>Final action:</b>	10/7/2015
<b>Title:</b>	PROPOSED CONTRACT				

Department(s): Cook County Justice Advisory Council

**Vendor:**

- 1) Presence Behavioral Health, Chicago, Illinois
- 2) North Lawndale College Prep, Chicago, Illinois
- 3) Lawndale Christian Legal Center, Chicago, Illinois
- 4) Inspiration Corporation, Chicago, Illinois
- 5) Respond Now, Chicago, Illinois
- 6) Children's Research Triangle, Chicago, Illinois
- 7) Center for Advancing Domestic Peace, Chicago, Illinois
- 8) Center for Conflict Resolution, Chicago, Illinois

**Request:** Authorization for the Chief Procurement Officer to enter into and execute

**Good(s) or Service(s):** Violence Prevention, Intervention, & Reduction Services

**Contract Value:** \$40,000.00 per vendor

**Contract period:** 11/1/2015 - 10/31/2016

**Potential Fiscal Year Budget Impact:** FY 2015 \$160,000.00, FY 2016 \$160,000.00

**Accounts:** 499-298

**Contract Number(s):**

- 1) Presence Behavioral Health, 1553-14559A
- 2) North Lawndale College Prep, 1553-14559B
- 3) Lawndale Christian Legal Center, 1553-14559C
- 4) Inspiration Corporation, 1553-14559D
- 5) Respond Now, 1553-14559E
- 6) Children's Research Triangle, 1553-14559F
- 7) Center for Advancing Domestic Peace, 1553-14559G
- 8) Center for Conflict Resolution, 1553-14559H

**Concurrences:**

The vendor has met the Minority and Women Owned Business Enterprises Ordinance.

The Chief Procurement Officer concurs.

**Summary:** The Chief Procurement Officer issued a Request for Proposals (RFP) in accordance with the Cook County Procurement Code. The above vendors are recommended for award based on the established evaluation criteria, which include qualifications, experience, and proposed program.

These contracts are the second set of the JAC's annual Violence Prevention, Intervention, and

Reduction Grant Awards. Additional awards in the amount of \$10,000 (8) are concurrently being submitted to the Board.

Presence Behavioral Health: This program will serve youth 12 - 21 who are at risk of violence involvement and their families, in Proviso Township. The "High Intensity Program" provides mental health counseling, therapy, case management and an array of trauma informed evidence-based services to youth and their families to address underlying issues and risk factors for violence. Overall the program will serve 100 to 120 youth and up to 30 families.

North Lawndale College Prep: This grant will fund the continuation of the Peace Warriors initiative, a student driven violence prevention and alternative disciplinary program within the school, and the larger community. The program consists of "Peace Warriors" which are students trained in "Kingsian" non-violence. The warriors act as ambassadors throughout the school. They also help run peer juries and peace circles, provide trainings to elementary schools in antiviolenace strategies and Kingsian principles, and conduct community trainings for parents and other community members. Students at the school come from the communities of North Lawndale, Garfield Park, and Austin.

Lawndale Christian Legal Center: This grant will fund the continuation and expansion of the holistic representation model of the Center. This model pairs wrap around services and case management with legal services for youth in the juvenile court. The model seeks to build a trusting relationship between the youth, their attorney, and their service provider all of which will result in a better defense and better long term outcomes. The program serves youth in the North Lawndale Community.

Inspiration Corporation, Chicago: This grant will fund the expansion of evidence-based cognitive behavioral therapy groups to all sites operated by the organization. The groups support the overall employment program of the organization by teaching key coping skills and anger management strategies to avoid inappropriate behavior in the workplace that may result in termination of employment. This is an expansion of a pilot group funded by a capacity building grant in the last grant cycle. The groups will serve individuals from Uptown, Garfield Park, Woodlawn, Morgan Park, Roseland, and South Deering.

Respond Now: This grant will fund a key coordinating position at the organization to work with the Housing Authority of Cook County and other organizations to begin an HACC pilot project allowing certain individuals with felony records to live in HACC housing or subsidized housing. The program has very detailed and carefully tailored criteria. It seeks to address the most basic of risk factors in violence and criminal involvement, stable housing. The program will serve the South Suburbs.

Children's Research Triangle: This grant will fund a partnership between CRT and Jane Addams High School. The school serves youth who have dropped out of their traditional schools and are now seeking to complete high school at an age that most schools would not enroll them 17 - 21. The program will engage 150 students through one or more of the following services: youth workshops on the impact of violence and trauma; Trauma-Focused Cognitive Behavioral Therapy; Attachment, Self-Regulation, and Competency Therapy; and Structured Psychotherapy for Adolescents Responding to Chronic Stress (SPARCS). Teachers will also receive training in understanding the impact of violence and identifying trauma symptoms. The student body primarily consists of youth from Pilsen, Englewood, Fuller Park, East and West Garfield Park, North and South Lawndale, and Washington Park.

Center for Advancing Domestic Peace: This program is an expansion of the RealMAP program which was started last fiscal year through Violence Prevention funds. The program is a peer mentor and support-based aftercare program for individuals who completed court ordered domestic abuse programming. It pays peer mentors who have completed the program to act as mentors and coordinators of post program support groups. Additionally, the program offers an evidence-based anger management curriculum, and two evidence-based curricula called Creating Lasting Family Connections and Raising Resilient Youth (parenting). The program serves individuals from anywhere in Cook County.

Center for Conflict Resolution: This grant will fund the expansion of the "Victim-Offender and Family Mediation Program" to the Bridgeview and Skokie Courthouses. These programs serve as diversion

or alternative adjudication options for youth in the juvenile court accused of certain crimes. The goal is to restore the victim, provide restitution to the victim or community, and hold the juvenile accountable while ensuring the process is fair and the young person feels a sense of justice. The program will serve communities in the South West and North Suburbs that are served by the respective courthouses...end

**Sponsors:**

**Indexes:** LANETTA HAYNES TURNER, Executive Director, Justice Advisory Council

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
10/7/2015	1	Board of Commissioners	approved	Pass

EXHIBIT 6

MBE/WBE Utilization Plan

**CONTRACT NO. 1553-14559B**  
**Vendor: North Lawndale College Prep.**

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.

## Kevin Casey (Procurement)

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**From:** Aleatha Easley (Contract Compliance)  
**Sent:** Monday, March 30, 2015 10:14 AM  
**To:** Kevin Casey (Procurement)  
**Subject:** RE: M/WBE goals for Violence Prevention Grants

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. 1553-14559 for Violence Prevention, Intervention and Reduction Demonstration Grants in the amount of \$40,000 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 7

Economic Disclosure Statement

**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 and Disclosure of Ownership Interest	EDS 3 - 12
4	Contract and EDS Execution Page	EDS 13-15
5	Cook County Signature Page	EDS 16

**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 [cookcountylil.gov/ethics-board-of](http://cookcountylil.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 States 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
N/A	
_____	_____
_____	_____
_____	_____

**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: X No: \_\_\_\_\_

b) If yes, list business addresses within Cook County:  
\_\_\_\_\_  
1615 S. Christiana, Chicago, IL 60623  
\_\_\_\_\_  
1313 S. Sacramento Blvd., Chicago, IL 60623  
\_\_\_\_\_

c) Does Applicant employ the majority of its regular full-time workforce within Cook County?  
Yes: X 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-8) 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): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(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:

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

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.

## 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 North Lawndale College Prep

D/B/A: \_\_\_\_\_ FEIN NO/SSN (LAST FOUR DIGITS): 36-4229548

Street Address: 1313 S. Sacramento Blvd.

City: Chicago State: IL Zip Code: 60623

Phone No.: 773-542-6766 Fax Number: 773-542-6955 Email: jhoran2@nlcphs.org

Cook County Business Registration Number: \_\_\_\_\_  
(Sole Proprietor, Joint Venture Partnership)

Corporate File Number (if applicable): \_\_\_\_\_

**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

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

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

**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
John Horan	1313 S. Sacramento Blvd., Chicago, IL 60623	President	
Chris Kelly	1313 S. Sacramento Blvd, Chicago, IL 60623	Secretary	
Betsy Cadwallader	1216 W. Altgeld, Chicago, IL 60614	Treasurer	

**Declaration (check the applicable box):**

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

x John Horan  
Name of Authorized Applicant/Holder Representative (please print or type)  
+ John Horan  
Signature  
jhoran2@nkphs.org  
E-mail address

x President  
Title  
+ 5/1/15  
Date  
\_\_\_\_\_  
Phone Number

Subscribed to and sworn before me  
this 1<sup>st</sup> day of May, 2015  
x Yvette M Vessel  
Notary Public Signature

My commission expires:  
Official Seal  
Yvette M Vessel  
Notary Public State of Illinois  
~~My Commission Expires 06/22/2018~~  
Notary Seal

06/22/2018 (YMV)



**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: North Lawndale College Prep

Address of Person Doing Business with the County: 1313 S. Sacramento Blvd., Chicago, IL 60623

Phone number of Person Doing Business with the County: (773) 542-6766

Email address of Person Doing Business with the County: jhoran2@nlcphs.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:  
John Horan, President, (773) 542-6766, jhoran@nlcphs.org

---

**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: \_\_\_\_\_

RFP No. 1553-14559

The aggregate dollar value of the business you are doing or seeking to do with the County: \$ 40,000

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: \_\_\_\_\_

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: \_\_\_\_\_

---

**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*
--------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------	----------------------------------

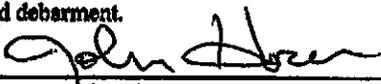
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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.

  
 \_\_\_\_\_  
 Signature of Recipient

8/21/15  
 \_\_\_\_\_  
 Date

**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@cookcountyll.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

CONTRACT AND EDS EXECUTION PAGE

**PLEASE EXECUTE THREE ORIGINALS**

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

John Horan

*John Horan*

President's Name

President's Signature

(773) 542-6766

jhoran2@nlcphs.org

Telephone

Email

Secretary Signature

Date

*[Handwritten Signature]*

5/4/15

Execution by LLC

Member/Manager (Signature)\*

Date

Telephone

Email

Execution by Partnership/Joint Venture

Partner/Joint Venturer (Signature)\*

Date

Telephone

Email

Execution by Sole Proprietorship

Signature

Date

Telephone

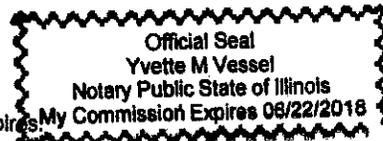
Email

Subscribed and sworn to before me this 3<sup>rd</sup> day of May, 2015

Notary Public Signature

Notary Seal

If the operating agreement, partnership agreement or governing documents requiring execution by multiple members, managers, partners, or joint venturers, please complete and execute additional Contract and EDS Execution Pages.



My commission expires 06-22-2018

SECTION 5  
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 27 DAY OF October, 2015

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

1553-14559B

OR

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

TOTAL AMOUNT OF CONTRACT: \$ 40,000<sup>00</sup>

(DOLLARS AND CENTS)

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

APPROVED AS TO FORM:

Not required  
ASSISTANT STATE'S ATTORNEY  
(Required on contracts over \$1,000,000.00)

APPROVED BY BOARD OF  
COOK COUNTY COMMISSIONERS

OCT 07 2015