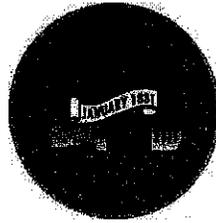


PROFESSIONAL SERVICES AGREEMENT

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

BETWEEN



COOK COUNTY GOVERNMENT

JUSTICE ADVISORY OF COOK COUNTY

AND

RESPOND NOW

CONTRACT NO. 1553-14559E

**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 RESPOND NOW, 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.

I) 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: Respond Now
1439 Emerald Avenue
Chicago Heights, Illinois 60412
Attention: Carl Wolf, Executive Director

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

ARTICLE 12: AUTHORITY

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

EXHIBIT 1
Scope of Services

Office of the Chief Procurement Officer
118 N. Clark Street
Room 1018
Chicago, IL 60602
Attn: Shannon E. Andrews, Chief Procurement Officer

Request For Proposal

RFP No. 1553-14559

For

Violence Prevention, Intervention and Reduction Mini-Seed Grants (\$40,000)

Please find attached the Request For Proposal presented by Respond Now for the **Housing Authority of Cook County Reentry Pilot Program**. Our proposal commits to use the \$40,000 grant to provide connections to housing for those with criminal records.

Members of the team that will implement this project include:

Carl J. Wolf, MSW—Executive Director
Frank Lowe, MA—Case Manager

Thank you,

Carl J. Wolf
Executive Director
Respond Now

Section C: Agency Description

Since 1969, Respond Now has provided immediate assistance to those in need. Through providing short-term assistance so families can meet their day-to-day needs and focus on seeking more long-term solution to their crisis, our agency strives to break the cycle of poverty. Respond Now assists clients through the following services: food pantry, rent/mortgage assistance, utility assistance, foreclosure prevention, HUB Case Management, SNAP Outreach, Medicaid Expansion assistance, prescription medication vouchers, temporary lodging, transportation, clothing, community garden, Holiday Giveaway, and Back-To-School backpacks and supplies. Through these programs, the agency directly addresses root causes of violence in the community. By providing the necessities of life, Respond Now can enhance a family's stability to ensure they are able to take the next steps forward in reaching their goals, whether that is employment, rehabilitation, or education.

Respond Now's client population is 70% African-American, 20% Hispanic, and 10% White. Over the years the agency has served a number of ex-felons who needed housing, assistance in securing items needed for a job search or work, transportation assistance, prescription medications, food pantry services, and SNAP application assistance. In every instance, Respond Now staff treats ex-felons with the dignity and respect that afforded to all our clients.

The geographic area Respond Now serves includes some of the hardest hit communities of Cook County, including 15 communities in the far South Suburbs of Cook County. According to 2013 Illinois State Police Crime Data, where Cook County had a crime rate of 3,471.2 per 100,000, Chicago Heights had a rate of 4,540.4 per 100,000, Matteson had a rate of 4,961.4 per 100,000, and Sauk Village had a rate of 5,239.3 to 100,000. Respond Now's work is to provide access to the basic necessities that would play a role in reducing those numbers.

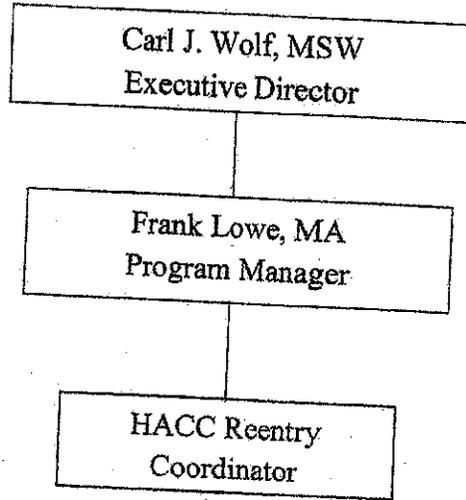
Section D: Executive Summary

The goal in responding to this Request for Proposals (RFP) is to prevent violence and reduce recidivism of formerly incarcerated individuals by providing a comprehensive set of traditional violence prevention and recidivism reduction services such as parenting classes, addiction services, job readiness and life skills training and psychological and cognitive services where necessary and to provide housing placement through available public housing or housing voucher programs. The Housing Authority of Cook County (HACC) Re-entry Pilot Program will provide an opportunity for highly qualified, deserving and supported ex-offenders an opportunity to avoid homelessness, recidivism and violence by accessing housing through the HACC.

Respond Now is seeking \$40,000 to support the work of the HACC Reentry Coalition by hiring a Reentry Coordinator to oversee the overall work of the coalition in the south suburbs, and collect and monitor program performance data throughout the partnership.

Respond Now will provide opportunities for stability in the daily routine of those who have criminal records. Respond Now will perform outreach to those recently released from institutions who are not connected to services or are not aware of programs available to them, including options for moving into HACC housing. As part of a milieu of services needed to maintain stability, Respond Now would provide the outreach, case management, and day-to-day necessities such as health, housing, food, and an array of other services to ensure success. These services would be delivered by a team that is already familiar with the provision of services to a variety of special populations, including those at risk of recidivism. The program will be managed by Executive Director, Carl J. Wolf. A program manager, Frank Lowe, will be responsible for the direct provision of services made available through the funding. He will have the direct contact with program participants. An Agency Organization Chart is provided below.

Agency Organization Chart



Section E: Description of Problem

Every year, approximately 100,000 detainees are admitted to the Cook County Correctional System. Often, when individuals are released back into the population, they return to low-income communities struggling with relatively high rates of crime, high unemployment, limited affordable housing and few available support services such as substance abuse treatment and counseling. Ex-offenders return to families struggling with their own challenges with poverty, low levels of educational attainment, housing stability, unemployment and domestic violence. Public safety is compromised when ex-offenders do not receive adequate re-entry support and they are at a greater risk to recidivate into criminal behavior.

Lack of affordable housing is a significant issue for ex-offenders and the communities into which they are released. Nationwide, approximately 10% of the seven million individuals annually released from local jails are released into homelessness. Homelessness makes it difficult to comply with parole conditions and acts as a barrier to successful re-entry. A study by the Vera Institute of Justice found that people released from prison and jail to parole who entered homeless shelters, were seven times more likely to abscond during the first month after release than those who had some form of housing. Another study completed by the Chicago Coalition for the Homeless found that supportive housing decreases the likelihood of jail and prison time by 87% and 100% respectively.

Currently, ex-offenders are barred from accessing publicly subsidized housing – either in a traditional public housing development or a voucher to be used in the private housing market – for a period of 7 or 5 years, respectively. Because of these restrictions, ex-offenders are unable to be “legally” reunited with family living in publicly subsidized housing. Given that family reunification is an important aspect of violence and recidivism prevention, HUD released two

memos to all public housing authorities, encouraging them to create policies and programs that would allow ex-offenders to rejoin their families in the Public Housing or Housing Choice Voucher programs. HUD specifically urged public housing authorities to consider an individual ex-offender's evidence of rehabilitation in making their decision. Allowing ex-offenders the opportunity to be reunited with family with stable housing will reduce recidivism and make publicly subsidized residences, and communities safer.

The HACC Reentry Pilot was designed by the Chicago Coalition for the Homeless Reentry Committee, the Cook County Housing Authority, West Suburban PADS, Respond Now, Safer Foundation and Connections for the Homeless. The HACC Reentry Pilot has the potential to improve HACC's responsiveness to community needs through an innovative approach to housing ex-offenders who have truly turned their lives around and who receive continued support from reentry service providers once housed. The HACC Reentry Pilot will position HACC and the reentry support agencies in the national trend to better support the reentry processes of returning citizens and reduce community violence. Other PHAs have already instituted similar programs, including the Chicago Housing Authority, the Los Angeles City Housing Authority and the Seattle Housing Authority.

The HACC Reentry Pilot will allow formerly incarcerated adults who are currently participating in reentry and violence prevention programs to access housing through a process to demonstrate their readiness to become full and productive members of the community. The HACC Reentry Pilot will provide stable housing and support services within ex-offenders' home communities. Newfound housing stability offered HACC Reentry Pilot participants will allow participants to fully reenter society as excellent role models, community members and citizens of Cook County.

Section F: Target Population

The HACC Reentry Pilot Program's primary and priority target population is formerly incarcerated adults living in Cook County who are, or may be eligible to access publicly subsidized housing (Low Income Public Housing (LIPH) or the Housing Choice Voucher (HCV) program), were it not for their criminal records. Funding will be used for outreach in the south suburbs and for providing technical assistance throughout the County

The HACC owns and manages many units in the south suburbs, including 289 units of conventional public housing in Ford Heights and Robbins, Illinois. All of the families served by HACC, either through LIPH or HCV program, have incomes below the federal poverty level. The HACC also provides 353 rental subsidy vouchers to these suburban communities, as they are also two of the most economically depressed areas in the Chicagoland region.

The population of Ford Heights is predominately African American (96%) and low-income. 43% of people living in Ford Heights have income below the federal poverty line and 46% of family households are headed by a single mother. The HACC provides conventional low income public housing or rental vouchers to 256 families in Ford Heights.

Like Ford Heights, the population of Robbins is predominately African American (95%) and low income. 54% of people living in Robbins have income below the federal poverty line and 35% of family households are headed by a single mother. The HACC provides conventional low income public housing or rental vouchers to 386 families in Robbins. The unemployment rate across Cook County currently hovers around 10% and it is significantly higher in each of these communities.

The HACC also provides housing vouchers to well over 4,027 households in southern Cook County communities adjacent to, and demographically comparable to, Ford Heights and Robbins. The Pilot Coordinator will provide outreach to ex-offenders in these areas, connecting them to HACC housing options.

Section G: Program Plan and Implementation Schedule

In cooperation with the Housing Authority of Cook County (HACC) and the Chicago Coalition for the Homeless Re-entry Committee (CCH), 4 reentry support/violence prevention agencies, West Suburban PADS, Respond Now, Safer Foundation and Connections for the Homeless, created the HACC Reentry Pilot in August 2014. The goal of the HACC Reentry Pilot is to provide access to formerly incarcerated individuals who have truly turned their lives around after a criminal conviction to be housed in Public Housing and Housing Choice Voucher (HCV) programs.

Over the past year, the coalition has worked to address the issues outlined in this proposal by creating a formal document that outlines the roles and responsibilities of each coalition member and ex-offenders participating in the program. In order to move the program to an on-going operation, Respond Now is seeking funding to support a HACC Reentry Pilot Coordinator who will oversee all of the work in the south suburbs, trouble shoot when issues arise, monitor program performance and continue to build the infrastructure necessary to support the program over the long term. The Pilot Coordinator will also provide technical assistance to the Reentry Pilot Program throughout the County.

The coalition members have committed to participating in the pilot through August 1, 2017 and have a goal of serving a total 50 participants during the pilot, 10-15 from each organization, but will not be limited to that number.

Service Providers, HACC, and the CCH Re-entry Committee meets quarterly to evaluate how the pilot is going.

Expectations of participating HACC Reentry Pilot service providers:

1. Screen incoming participants to your program to find out if they have a criminal background with the crime being committed within the HACC look-back period (7 years for public housing and 5 years for the voucher program) and if they are on a HACC wait list or have a family member living in HACC housing with whom they would like to reunify. If there is a family member living in HACC housing that they could potentially reunify with, contact HACC to see if they have any concerns about that family being a good environment for the participant. Anyone who has been released from prison at least 7 years ago for public housing and 5 years ago for the voucher program without reoffending would not need to go through the pilot. They would already be eligible for housing (except for the lifetime bans listed below).
2. After screening, participants will go through the agency's programming. Hold all program participants to the same standards. Recommend only those individuals who complete or demonstrate competency in the following aspects:
 - a. Minimum six months in program
 - b. Successfully completes all program expectations, including:
 - i. Psychological services
 - ii. Cognitive services
 - iii. Addiction services
 - iv. Life skills training
 - v. Job readiness training
 - vi. Parenting classes, if applicable

- c. Drug-free
 - d. Responsible tenant and/or responsible member of residential community
 - e. Signs agreement with provider for monthly contact for at least one year after being housed.
3. Recommend only those individuals who you assess to have truly turned their lives around, based on an individual assessment of the person's motivation and drive to succeed, as well as on the criteria defined in (2) above. Ask: "Would I stake my agency's reputation on this individual?"
4. There are certain crimes that would automatically disqualify someone from all HACC housing. For both HACC Public Housing and HCV they may not:
- Have been evicted from federally subsidized housing within the last 3 years for drug-related criminal activity
 - Currently engaged in the use of illegal drugs or abusing alcohol
 - Have been convicted for production or manufacture of methamphetamine on federally assisted property
 - Be subject to the lifetime sex offender registration

For HACC Public Housing only, they may not have:

- Been convicted of murder, voluntary manslaughter, elder abuse, arson, or criminal sexual conduct
5. In cases of family reunification in a subsidized unit, work closely with individual to determine whether being added onto their family's household would be an appropriate and positive situation.

6. In cases of family reunification in a subsidized unit, if individual is in agreement that living with their family would provide a positive context for their continued success, work with individual and their family to determine whether family is in agreement with this assessment.
 7. In cases of family reunification in a Housing Choice Voucher unit, when individual and family members are in agreement with the reunification plan, work with the landlord and obtain at minimum a verbal agreement to house an individual under the HACC Reentry Pilot.
 8. Contact HACC to inform them that you wish to recommend a program participant for family reunification under the HACC Reentry Pilot. Once HACC receives the referral and the request from the family to add a member, the participant will be officially added to the household and in the case of HACC housing, added to the lease. In the case of HCV, the landlord will decide whether to add the participant to the lease.
 9. If on the waitlist, stay in communication and re-connect when the participant reaches the top of the waitlist. Verify that you still will recommend the participant.
 10. Provide follow-up services to your participants in the Pilot programs for at least one year after they are placed in HACC housing. Follow-up services will provide basic case management to ensure they are linked to any services they need in the community. Service providers will make monthly contacts with quarterly home visits.
 11. Always be available to your participants once they are placed in HACC housing. If problems arise that are of concern to the service provider (failing to make meetings,
-

active drug use, re-arrest) the service provider will alert HACC of the issue and then work to resolve the issue so the participant can continue in the program. If the issue results in a violation of HACC's occupancy policies and can't be resolved, and they are living with family, the family will be notified that their housing is in jeopardy. If the family can demonstrate to HACC that the problem is isolated to the individual, they can ask the participant to leave and in most cases will be allowed to stay in the unit. The family and the individual will also be able to use HACC's current grievance/informal hearing policies. If they come off the waitlist and are in their own units, current grievance/informal hearing policies will apply.

12. HACC will also partner, when appropriate, with the service provider agencies to provide services to people with criminal backgrounds who are applying for HACC housing. These referrals will not be considered part of the pilot.

Respond Now will provide leadership in the implementation of the program. The HACC Reentry Pilot Coordinator will oversee the program and conduct regular meetings that will include reentry service providers, HACC and the CCH. The meetings will be used to discuss logistical program issues, participant progress and program performance. The HACC Reentry Pilot Coordinator will also be responsible for performance measurement including data collection, analysis and reporting throughout the County. Given that the HACC Reentry Pilot Coalition has already developed program policies and procedures, it is anticipated that Respond Now will be able to immediately move the program to an on-going, operational level quickly, once grant funds have been awarded.

Section H: Expected Outcomes

The goal of the HACC Reentry Pilot is to remove barriers to accessing publicly subsidized housing for ex-offenders in south suburban Cook County and, as a result reduce the rate of recidivism and violence amongst ex-offenders. In addition to tracking arrest and incarceration data, the HACC Reentry Coordinator will spend time performing data collection and analysis of intake surveys, participant participation and performance in support/violence prevention programs, self-reported data/surveys, mentor meetings and progress data from service providers. This is an essential component of the project for two reasons. First it will enable the HACC Reentry Pilot Coalition to determine program effectiveness as it relates to recidivism, violence prevention and participation in support services. Second, it will allow the Coalition members to perform internal quality improvement during the grant period.

The quarterly reports will contain summary data including the number of participants enrolled, utilization of support services, family reunification and housing information, program challenges and accomplishments. The final report will contain a full analysis of program effectiveness.

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

Data Collection and Data Sources	
Measurement	Source
Attendance/participation in support activities	HACC Reentry Pilot
Participant Developmental Growth	Participant Survey
New Arrests	Self-Reported, Probation Officer
Incarceration	Self-Reported, Probation Officer
Utilization of Support Service	Agency Data
Goals Met	Self-Reported, Mentor Reported
Recidivism Rate for HACC Reentry Participants	HACC Reentry Pilot Data

The HACC Reentry Pilot presents new opportunities for individuals who have truly turned their lives around after a criminal conviction to be housed in Public Housing and Housing Choice Voucher (HCV) programs. Newfound housing stability offered HACC Reentry Pilot participants will allow participants to fully reenter society as excellent role models, community members and citizens of Cook County. Public safety is increased for all when deserving ex-offenders are able to obtain secure, affordable housing.

Section I: Planning and Preparation Activities

The HACC Reentry Pilot program will be overseen by Respond Now. Respond Now is a respected and trusted agency, and a primary resource in the area because of our forty-five year track record of serving people in the south suburbs. Our staff and volunteers have a thorough understanding of the needs and challenges of the population we serve. Many of our case managers, both paid and unpaid, have been working with Respond Now or similar agencies for decades. Each member of our team is a strong component of our overall response procedure.

As such, the infrastructure to support the program already exists within Respond Now and within the framework designed by the HACC Reentry Coalition.

The partner agencies, including Respond Now, will begin by conducting initial meetings to determine best practices and procedures. Then a Memoranda of Understandings with all partners will be secured. The agency will proceed with the hiring and on-boarding of a pilot coordinator. The pilot coordinator, case manager, and executive director will begin mapping service region, identifying areas of greatest need to efficiently and effectively deliver services. The agency will then start preparing outreach materials and identifying additional resource partners and stakeholders.

Section L: Qualifications of the Proposer

Respond Now, a United Way agency, began providing services and answering the emergency needs of south suburban Chicago residents 45 years ago. In 1969, a local association of ministers recognized a growing need within the community for emergency food and other basic necessities beyond what government programs were able to provide. The congregations pooled their resources and formed Respond Now. Although the agency began as a food pantry services have been expanded to address many other emergency needs throughout Chicago's south suburbs.

The list of projects relevant to this RFP includes the Ex-offender program, Homelessness Prevention program, Permanent Supportive Housing programming, and Homelessness Outreach Services. In addition, Respond Now provides transportation funds, utility assistance, clothing for work, money for car repairs, and financial assistance for needed documents such as birth certificates or state IDs. The agency also conducts SNAP Outreach, provides funding for emergency motel stays, and Affordable Care Act outreach.

Respond Now has nine employees and one AmeriCorps for a staff of ten. Up to forty volunteers work with the agency on a weekly basis in various capacities.

Respond Now is a respected and trusted agency, and a primary resource in the area because of its forty-five year track record of serving people in the south suburbs. The agency secures concrete, tangible aid for the people we serve in our approximately thirty-community service area.

Respond Now staff and volunteers are extremely knowledgeable about city, state, county and federal resources for clients, as well as resources available at other agencies in the region. They also have a thorough understanding of the needs and challenges of the population served. Many of the agency's case managers, both paid and unpaid, have been working with Respond Now or

similar agencies for decades. Each member of the team is a strong component of the overall response procedure.

Respond Now has successfully administered Community Development Block Grants through Cook County, as well as the Emergency Solutions Grant through Cook County. Staff are comfortable and familiar working within County guidelines and are very capable of managing timely and accurate reporting on all grant funds administered to the agency. Respond Now staff are also very well versed in and committed to the work outlined in the JAC seed grant, having secured funding from the JAC Recidivism Reduction grant pool last year, and also having worked with the Chicago Coalition for the Homeless and the Housing Authority of Cook County and other entities in housing and re-entry programs.

References

Bryan Dunlap, Executive Director
Community Service Partners
Value of Project--\$20,000
19015 S. Jodi Road
Mokena, IL 60448
708-995-5786
bdunlap@communityservicepartners.org

Laura Carroll, Planner
Cook County Bureau of Economic Development
Value of Project--\$22,000
69 W. Washington #2900
Chicago, IL 60602
312-603-1050
laura.carroll@cookcountyil.gov

Julie Dworkin, Director of Policy
Chicago Coalition for the Homeless
70 East Lake Street, Suite 720
Chicago, IL 60601
312-641-4140
julie@chicagohomeless.org

CARL J. WOLF, MSW

7128 Monroe Ave.
Hammond, IN 46324
(219) 805-8974
cj1972rm@gmail.com

EXPERIENCE

RESPOND NOW

Executive Director

6/06-present

Chicago Heights, IL

Responsible for the operation of emergency service agency that provides health, hunger, and housing services. Led the organization in the implementation of new, innovative solutions that address the needs of families living in poverty. Integrated programming includes income support and nutrition education. Duties include:

- Create and maintain budget of approximately \$1,000,000 during current fiscal year.
- Direct and administer programs, responsible for meeting goals and objectives.
- Fundraising and grant writing. Accessed new funding for agency through a variety of sources.
- Build relationships with agencies large donor base.
- Led the development of 2011-2013 Strategic Plan and guaranteed its implementation.
- Directed branding effort, resulting in new logo, website, and additional style standards.
- Responsible for the creation of new, custom designed database.
- Directed Homelessness Prevention and Prescription Medication program.
- Receiving funding for new Housing Programs, including Rapid Rehousing, Foreclosure Prevention, and Permanent Supportive Housing.
- Led the agency in submission of application to HUD to become Housing Counseling Agency.
- Expanded services into Indiana, administering Hardest Hit Fund application for residents of Lake County, IN.
- Strengthened agency relationship with organizations in the Suburban Cook Continuum of Care, taking Board position with Alliance to End Homelessness.
- Play leadership role with South Suburban Council on Homelessness.
- Managed food pantry serving over 1,000 families monthly
- Implemented new SNAP Outreach program.
- Started Community Garden and Nutrition programming.
- Opened new Food Pantry in neighboring community
- Introduced Client Choice concept for Food Pantry. Greatly increased the choices available to clients through the Food Pantry.
- Led agency in the participation of food programs such as Express Stamps and Summer Food Programming.
- Received funding for In-Person Counselor work for the Affordable Care Act.
- Worked to encourage local school district to expand School Breakfast Program.
- Advance agency relationship with the Greater Chicago Food Depository. Currently member of the Agency Council, a group consisting of Food Pantry leaders within the network.
- Lead advocacy teams at the annual State of Illinois Hunger Summit. Attend annual Anti-Hunger Policy Conference in Washington, DC and participate in advocacy efforts on Capitol Hill.
- Report directly to Respond Now Board of Directors.
- Manage paid staff of 11 and volunteer staff of 40 with assistance of Assistant Director. Increased staff by 100% over the last year.

WORKFORCE DEVELOPMENT SERVICES

6/02-6/06

Senior Employment Specialist

Gary, IN

Senior Employment Specialist with the Workforce Investment Act (WIA) program. Work one-on-one with clients in their job search and research, including assistance with resumes, interview techniques, and networking. Developed local Hurricane Katrina effort, job development classes with local women's shelter, partnership with Methodist Hospital, and other projects.

ILLINOIS MIGRANT COUNCIL

7/00-6/02

Student Services Specialist

Chicago, IL

Worked in migrant education services. Administered multi-state distance-learning program that provided laptop computers to migrant farm children. Organized, in conjunction with other agencies, various aspects of the statewide migrant education resource project, including development of the arts education program and identification and recruitment of migrant students.

TRANSITION RESOURCES CORPORATION

1/98-4/00

Case Manager

Marion, IN

Utilized bilingual Spanish/English skills in managing Workforce Investment Act (WIA) migrant and seasonal farmworker program. Conducted outreach, intake, assessment, and training/job development. Represented organization in local consortium with other WIA partners. Served on local Workforce Investment Board. Managed field office, including budget.

PROFESSIONAL AFFILIATIONS

ALLIANCE TO END HOMELESSNESS IN SUBURBAN COOK COUNTY

7/11-present

Serve as board member for this HUD designated Continuum. Served on Prevention and Project Review Committee. Currently serve on Planning Committee.

EDUCATION

INDIANA UNIVERSITY NORTHWEST

GARY, IN

MASTERS OF SOCIAL WORK (Leadership Concentration)

2005

Masters program included practicum with the Calumet Project, a grassroots organization focused on environmental justice. Work included organizing a local environmental justice campaign concerning the Army Corps of Engineers, the EPA, and the City of East Chicago. Met regularly with representative from various government agencies concerning campaign. Organizer for annual Youth Conference, including the scheduling of speakers, building partnerships with other organizations, and raising money. Responsible for writing grants. Reported to Board of Directors.

BALL STATE UNIVERSITY

MUNCIE, IN

BACHELOR OF ARTS, HISTORY/SPANISH

1995

ADDITIONAL SKILLS

- Bilingual English/Spanish
- Proficient in Microsoft Word, Excel, Access, PowerPoint

FRANK LOWE M.A., CADC

9106 S. Halsted St., Apt. 1-W
Chicago, IL 60620

Phone: (773) 708-9528
Email: frankskiplowe@yahoo.com

Significant Qualifications

- Harm Reduction
- Case Management
- Project Leadership
- Conflict Resolution
- Trauma-Informed
- Crisis Management
- Nonprofit Management
- Community Counseling
- Proficient in MS Suite
- Strong Communication Skills
- Excellent Mathematical Skills
- Fund Management & Budgeting

Education & Honors

Certified Alcoholic Drug Counselor (CADC)	2013-2015
Midwest Harm Reduction Institute/Heartland Alliance	2008-2014
Corporation for Supportive Housing (CSH), Family Supportive Housing Capacity Building Institute	
Certificate of Completion in Trauma-Informed Training	2011
Roosevelt University, Chicago, IL	
Graduate Certificate in Nonprofit Management	2007
Master of Arts in Community Counseling	2004
<i>Completed Masters Internship with Thresholds MISA Residential Program</i>	2003-2004
Bachelor of General Studies (Social Science Curriculum) Dean's List Recipient	2001

Professional Experience

Safety & Crisis Prevention Trainer Chicago, IL **2015-present**
Facilitated safety and crisis prevention training for participants and the staff of Alexian Brothers Bonaventure House, Housing Opportunities for Women (H.O.W.), and the Christian Community Health Center (CCHC), including home visit safety for case managers.

North Side Housing & Supportive Services Chicago, IL
Supportive Housing Director **2014-2015**

- Developed new or modified existing supportive housing services to meet the varied needs of program participants through strategic planning and evaluation
- Established agency policy and protocol in the area of housing and supportive services
- Functioned as Fund Manager for the Jones' Fund, providing financial assistance to participants experiencing a temporary economic crisis
- Provided direct supervision to 9 Housing Case Managers
- Trained interdepartmental direct service staff on Safety & Crisis Prevention
- Supervised the Veterans Housing Initiative HUD Bonus Project, including 21 units of housing for veterans who are chronically homeless, along with case management and other services to help them remain stably housed
- Carried a small caseload of 4 veterans, including home visits to enhance housing stability
- Supervised the SHP program targeting men who are homeless or formerly homeless and who have both a mental health and co-occurring substance use diagnosis

- Coordinated the Housing Trust program providing subsidized housing for men who are homeless along with supportive services include referrals and linkages to a wide range of other services offered by collaborating agencies
- Managed 15 units of permanent supportive housing for those struggling with chronic illnesses including HIV AIDS in partnership with AFC in its Samaritan Housing Project
- Partnered with the Center for Housing and Health through the Housing for Health SHP Project, providing 30 units for males and females that are currently homeless and referred through the Central Referral System (CRS)
- Researched potential funding opportunities to support the supportive housing programs; developed and maintained relationships with referring agencies and stakeholders
- Oversaw the relationship development and retention of landlords
- Created housing policies and procedures for 160 scattered site units
- Responded and resolved participant complaints, concerns, and grievances
- Facilitated monthly recovery/support group for housing participants
- Ensured complete, accurate documentation as required by agency and government entities
- Monitored the Representative Payee Program for SSI/SSDI participants, ensuring payment of rents, utilities, and the processing of stipends for their daily living expenses

Inspiration Corporation - Chicago, IL
Director of Housing & Supportive Services

2007-2014

- Developed new or modified existing supportive services to meet the varied needs of program participants through strategic planning and evaluation
- Established agency policy and protocol in the area of housing and supportive services
- Functioned as Fund Manager for the Emergency Fund
- Researched potential funding opportunities to support the housing and supportive services programs; developed and maintained relationships with referring agencies and stakeholders
- Worked at both site locations (The Living Room Café & Inspiration Café) and performed duties from previous position, which saved the time and additional expense of having to hire an extra Case Manager and enabled the proper training of housing/supportive services staff (LCSW Clinical Services Manager, Housing Services Manager, 5 Housing Retention Specialists, 2 case managers, and 4 University of Chicago 1st year MSW interns)
- Teamed with Clinical Services Manager and Housing Services Manager to create housing policies and procedures for 164 scattered site units, including 4 shelters plus care and 4 project-based CHA family units
- Obtained proficiency with APRs, DFSS scopes, HMIS, E-Snaps, and NOFA process and received 100% compliance in latest DFSS Audit
- Responded and resolved participant complaints, concerns, and grievances
- Ensured complete, accurate documentation as required by agency and government entities
- Held 6, 12 and 24-month housing retention rates of 90% to 100%
- Oversaw the relationship development and retention of landlords

Supportive Services Manager

2006-2007

- Supervised, trained and oversaw the development of supportive services staff
- Worked with Housing Manager to increase retention and wrap around services for IC housing tenants
- Led Guest Meetings, Case Management Review Meetings, and Life Skills Training
- Ensured quality case management for participants by overseeing the coordination of home visits

- Continued to perform functions from previous positions, including providing substance abuse counseling, connecting participants with various resources and programs, and collaborating with case managers at different areas to carry out case management services
- Achieved 100% of program participants being screened for mainstream benefits, 80% increasing their income, 90% securing housing, 100% maintaining their housing for 6 months or more and 100% increasing their self-determination

Career Services Coordinator

2005-2006

- Met the needs of clients by assessing and building the career services program
- Delivered substance abuse counseling to clients to improve overall health and wellness and maintain a comforting atmosphere
- Exposed clients to various resources, including substance abuse/mental health care, stable housing, and career coaching/educational programs
- Collaborated with case managers at supportive service centers, overnight/emergency and transitional shelters to organize case management services
- Supervised, trained and oversaw the development of the career services staff
- Kept a high retention rate of 85% with program participants holding jobs for six months

The Employment Project Chicago, IL

2002-2005

Career Specialist

- Provided motivation and support to 50 participants in their job search
- Recommended and linked participants to various academic and vocational programs
- Oversaw Adult Basic Education test and discussed test results with each workshop participant
- Counseled participants on life issues and struggles faced that affected their level of activity in the program
- Maintained an 85% job retention and retention rate of participants remaining in their jobs for six months

Safer Foundation Chicago, IL

2001-2002

Intake/Support Services Worker

- Helped others with criminal records in prevention, habilitation and rehabilitation efforts while testing their level of dedication to the program with respect and empathy
- Guided group discourse on alcohol and drug addiction and noted all behavior and interaction of clients observed during each group session
- Assisted clients in developing a positive methodology in their process of recovery
- Showed clients a series of substance abuse-related videos and held discussions afterward

Memberships & Affiliations

- Midwest Harm Reduction Institute (MHRI)
- Permanent Supportive Housing Constituency Group (PSH-CG)
- Supportive Housing Providers Association (SHPA) Standards & Best Practices Committee



CHICAGO COALITION FOR THE HOMELESS

April 30, 2015

Office of the Chief Procurement Officer
118 N. Clark Street
Room 1018
Chicago, IL 60602
Attn: Shannon E. Andrews, Chief Procurement Officer

Ms. Andrews:

I am writing in support of Respond Now's application for violence prevention funding.

The Chicago Coalition for the Homeless (CCH) works closely with Respond Now on a pilot program to provide housing through the Housing Authority of Cook County for people with criminal backgrounds who have turned their life around.

With violence prevention grant funds, Respond Now will be able to do outreach in the southern part of Cook County to identify and provide support to appropriate people for the pilot. CCH believes that stable housing and supportive services are the keys to ensuring that a person does not recidivate.

We believe Respond Now has strong leadership and will provide high quality services to support formerly incarcerated people.

Sincerely,

Julie Dworkin
Director of Policy
Chicago Coalition for the Homeless



HOUSING AUTHORITY OF
COOK COUNTY

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

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

April 30, 2015

Hippolito "Paul" Roldan
Chair

Wendy Walker-Williams
Vice Chair

Edna Carter
Commissioner

Polly Koehl
Commissioner

Deniece Jordan-Walker
Commissioner

Nilda Soler
Commissioner

Saul H. Mlibanow
Commissioner

Richard J. Monocchio
Executive Director

Office of the Chief Procurement Officer
118 N. Clark Street
Room 1018
Chicago, IL 60602
Attn: Shannon E. Andrews, Chief Procurement Officer

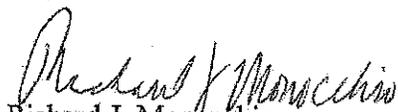
Dear Ms. Andrews:

The Housing Authority of Cook County (HACC) is writing in support for Respond Now's application for the Justice Advisory Council's Violence Prevention, Reduction and Intervention seed grant.

Respond Now's forty-five years of experience in providing immediate wrap-around services and assistance to those in need has been instrumental in helping to meet the needs of families and individuals in the far south suburbs of Cook. HACC and Respond Now have recently begun an innovative collaboration to reduce barriers for people with a criminal record in order to secure housing. Ultimately, our teams working together will reduce recidivism in our service region. Awarding Respond Now with this grant will further our outreach with ex-offenders through direct contact with parole officers and court officials and by way of targeted marketing efforts.

The HACC offers full support to this pilot initiative through the administration of Respond Now, and ask that you fully consider their application.

Sincerely,



Richard J. Monocchio
Executive Director

cc: Carl Wolf, Respond Now

Section N: Sub-contracting or Teaming

While Respond Now and the Housing Authority of Cook County are collaborating on this project, Respond Now will be the sole agency who will carry out the tasks proposed under the Violence Prevention, Intervention, and Reduction Seed Grant.

EXHIBIT 2

Schedule of Compensation

Section K: Budget Narrative
Appendix II—Budget Justification Form (Budget Narrative)

Personnel

Staff--FTE Outreach Specialist

We propose to use \$30,000 of the request to support the hiring of a 35 hours a week Outreach Specialist (\$16.48/hr). Their charge would include:

- build additional partnerships with agencies that would have direct contact with possible eligible participants in the South Suburbs
- disseminating marketing materials that would promote the Respond Now/HACC Reentry Program throughout the South Suburbs

Benefits-Health Insurance--To help support the costs of health insurance for the FTE Outreach Specialist.

Equipment

Item--Computer--Necessary item for the day to day work of the FTE Outreach Specialist.

Materials & Supplies

Item--Office Supplies--Necessary items for the day to day work of the FTE Outreach Specialist.

Printing

Item--Outreach Materials--Marketing materials that will promote the program and disseminated in various locations such as Markham Court House, parole offices, etc.

Other Direct Costs

Item—Transportation (mileage)—necessary for the day to day work of the FTE Outreach Specialist.

Sustainability

The proposed funding will be used to support a sustained outreach effort for the Reentry Program, a partnership between the Chicago Coalition for the Homeless, the Housing Authority of Cook County, and community agencies, including Respond Now. This program has been in place since 2014 with ongoing staff commitments from the partnering agencies. Given the strong commitment of partner agencies, the programming efforts will continue regardless of whether or not Respond Now receives additional support through the Justice Advisory Council. However, the team envisions a much greater opportunity to serve the people who may be unaware of services available to them. To enhance outreach efforts and ensure full access to these services by people who need them the most, the funding from JAC is crucial.

EXHIBIT 3

Evidence of Insurance

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
08/20/2015

PRODUCER
MARKS & COMPANY
311 S. Halsted Street
Chicago Heights, IL 60411
P: 708-755-5270 F: 708-755-0026

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

INSURERS AFFORDING COVERAGE

INSURED
Respond Now, Inc. d/b/a Respond Now
P.O. Box 215

Chicago Heights IL 60411-

INSURER A: Philadelphia Insurance Co.
INSURER B: AmTrust Insurance Co. of Kansas, Inc.
INSURER C:
INSURER D:
INSURER E:

COVERAGES

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

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	PHPK1366373	08/18/2015	08/18/2016	EACH OCCURRENCE \$ 1,000,000
					FIRE DAMAGE (Any one fire) \$ 100,000
					MED EXP (Any one person) \$ 5,000
					PERSONAL & ADV INJURY \$ 1,000,000
					GENERAL AGGREGATE \$ 2,000,000
PRODUCTS - COMP/OP AGG \$ 2,000,000					
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	PHPK1219456	08/18/2015	08/18/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
					BODILY INJURY (Per person) \$
					BODILY INJURY (Per accident) \$
					PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$
					OTHER THAN AUTO ONLY. EA ACC AGG \$
A	EXCESS LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$ 10,000	PHUB511877	08/18/2015	08/18/2016	EACH OCCURRENCE \$ 1,000,000
					AGGREGATE \$ 1,000,000
					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	KWC1041088	06/01/2015	06/01/2016	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER \$
					E.L. EACH ACCIDENT \$ 500,000
					E.L. DISEASE - EA EMPLOYEE \$ 500,000
A	OTHER PROFESSIONAL LIAB.	PHPK1366373	08/18/2015	08/18/2016	EA. OCCURRENCE 1,000,000
					AGGREGATE LIMIT 2,000,000

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

RE: Contract No. 1553-14559E. Certificate Holder is Additional Insured on General Liability on a primary, non-contributory basis for any liability arising directly or indirectly from the Services.

CERTIFICATE HOLDER ADDITIONAL INSURED; INSURER LETTER: A

CANCELLATION

County of Cook, 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, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 060 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

EXHIBIT 4

Identification of Subcontractor/Supplier/SubConsultant Form

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

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

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

Bid/RFP/RFQ No.: 1553-14559	Date: 10/20/2015
Total Bid or Proposal Amount: \$40,000	Contract Title: Violence Prevention, Intervention and Reduction Grants (\$40,000)
Contractor: Respond Now	Subcontractor/Supplier/ Subconsultant to be added or substitute: Not Applicable
Authorized Contact for Contractor: Carl J. Wolf	Authorized Contact for Subcontractor/Supplier/ Subconsultant: Not Applicable
Email Address (Contractor): cwolf@respondnow.org	Email Address (Subcontractor): Not Applicable
Company Address (Contractor): 1439 Emerald Ave.	Company Address (Subcontractor): Not Applicable
City, State and Zip (Contractor): Chicago Heights, IL 60411	City, State and Zip (Subcontractor): Not Applicable
Telephone and Fax (Contractor) 708-755-4357	Telephone and Fax (Subcontractor) Not Applicable
Estimated Start and Completion Dates (Contractor) 10/1/2015-9/30/2016	Estimated Start and Completion Dates (Subcontractor) Not Applicable

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>
Not Applicable	Not Applicable

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.**

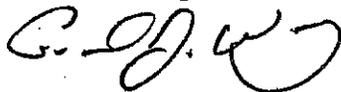
Contractor Respond Now

Name Carl J. Wolf

Title Executive Director

Prime Contractor Signature

Date



10-21-15

EXHIBIT 5

Board Authorization



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Details

File #:	15-5122	Version:	1	Name:	Violence Prevention, Intervention, & Reduction Services
Type:	Contract	Status:		Status:	Approved
File created:	8/25/2015	In control:		In control:	Board of Commissioners
On agenda:	10/7/2015	Final action:		Final action:	10/7/2015
Title:	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 antiviolen 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. 1553-14559E

Vendor: Respond Now

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)

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

Section	Description	Pages
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
5	Cook County Signature Page	EDS 14

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 cookcountyl.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 sub-paragraphs (1) through (6) above.

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

THE 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.

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.

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

Unless expressly waived by the Cook County Board of Commissioners, the Code requires that a living wage must be paid to individuals employed by a Contractor which has a County Contract and by all subcontractors of such Contractor under a County Contract, throughout the duration of such County Contract. The amount of such living wage is annually by the Chief Financial Officer of the County, and shall be posted on the Chief Procurement Officer's website.

The term "Contract" as used in Section 4, I, of this EDS, specifically excludes contracts with the following:

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

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): 32-21-300-011-0000

(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.

N/A

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: RESPOND NOW

D/B/A: _____

Street Address: 1439 EMERALD AVE FEIN NO/SSN (LAST FOUR DIGITS): _____

City: CHICAGO HEIGHTS State: IL

Phone No.: _____ Fax Number: _____ Zip Code: 60412

Email: _____

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

Corporate File Number (if applicable): 23-7091808

Form of Legal Entity:

Sole Proprietor Partnership Corporation Trustee of Land Trust

Business Trust Estate Association Joint Venture

Other (describe) NOT-FOR-PROFIT

N/A

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

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.

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

C. Wolf
Signature

c.wolf@respondnow.org
E-mail address

Subscribed to and sworn before me
this 30 day of April, 2015

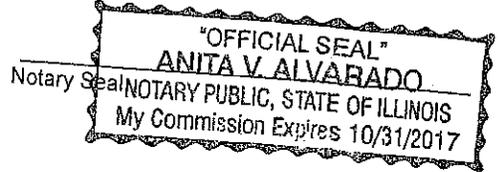
x Anita V. Alvarado
Notary Public Signature

Executive Director
Title

4-30-2015
Date

708-355-4357
Phone Number

My commission expires: 10/31/17





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

N/A

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

Name of Person Doing Business with the County: RESPOND NOW

Address of Person Doing Business with the County: 1439 EMERALD AVE, CHICAGO HEIGHTS 60412

Phone number of Person Doing Business with the County: 708 755-4357

Email address of Person Doing Business with the County: CWOLF@RESPONDNOW.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:

CARL WOLF EXECUTIVE DIRECTOR

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: 1553-17559

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**

N/A

- 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:**

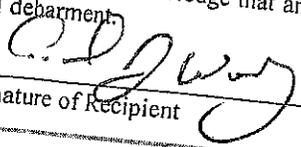
Name of Member of Board of Director for Business Entity Doing Business with the County	Name of Related County Employee or State, County or Municipal Elected Official	Title and Position of Related County Employee or State, County or Municipal Elected Official	Nature of Familial Relationship
_____	_____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

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 

Date 4-30-15

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

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

SECTION 4

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 Rynne

President's Name

John Rynne

President's Signature

708-755-4357

Telephone

mt1965@comcast.net

Email

Sueann Perkins

Secretary Signature

April 30, 2015

Date

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
April day of 30, 2015.

My commission expires: 10/31/17

Anita V. Alvarado

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.

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 Ryne

President's Name
708-755-4357

Telephone
Sevan Perkins

Secretary Signature

John Ryne

President's Signature
mt11965@comcast.net

Email
April 30, 2015

Date

Execution by LLC

Member/Manager (Signature)*

Telephone

Date

Email

Execution by Partnership/Joint Venture

Partner/Joint Venturer (Signature)*

Telephone

Date

Email

Execution by Sole Proprietorship

Signature

Telephone

Date

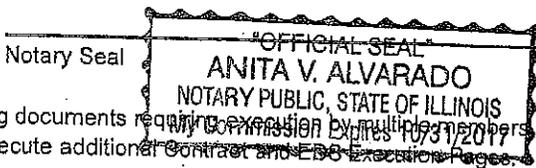
Email

Subscribed and sworn to before me this
April day of 30, 2015

My commission expires: 10/31/17

Anita V. Alvarado

Notary Public Signature



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

SECTION 5

CONTRACT AND EDS EXECUTION PAGE
PLEASE EXECUTE THREE ORIGINAL COPIES

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

Execution by Corporation

Respond Now
Corporation's Name

708-755-4357
Telephone

Karen Yates
Secretary Signature

Susan Perkins Susan Perkins
President's Printed Name and Signature

Sperkins17834@gmail.com
Email

8/13/15
Date

Execution by LLC

LLC Name

Date

*Member/Manager Printed Name and Signature

Telephone and Email

Execution by Partnership/Joint Venture

Partnership/Joint Venture Name

Date

*Partner/Joint Venturer Printed Name and Signature

Telephone and Email

Execution by Sole Proprietorship

Printed Name and Signature

Telephone

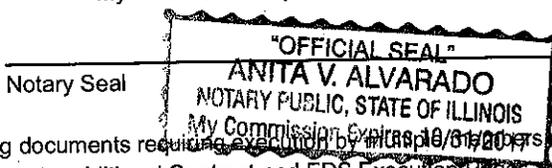
Date

Email

Subscribed and sworn to before me this
13 day of August, 2015.

Anita V. Alvarado
Notary Public Signature

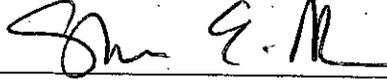
My commission expires: 10/31/2017



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

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:



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

1553-14559E

OR

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

TOTAL AMOUNT OF CONTRACT: \$

40,000⁰⁰

(DOLLARS AND CENTS)

FUND CHARGEABLE: _____

APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS

OCT 07 2015

APPROVED AS TO FORM:

Not required

ASSISTANT STATE'S ATTORNEY

(Required on contracts over \$1,000,000.00)