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TONI PRECKWINKLE, PRESIDENT

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COUNTY OF COOK
BUREAU OF FINANCE
OFFICE OF THE CHIEF PROCUREMENT OFFICER
MARIA DE LOURDES COSS
CHIEF PROCUREMENT OFFICER

County Building
118 North Clark Street, Room 1018
Chicago, Illinois 60602-1304
TEL: (312) 603-5370

December 1, 2011

Regional Publishing Corp.
The Regional News
12243 S. Harlem Ave.
Palos Heights, Illinois 60463
Attention: Amy Richards, President

Ref: Contract No. 11-84-2711-I

Dear Ms. Richards:

Enclosed please find your copy of the above referenced Contract. This contract has been approved by the Board of Commissioners and signed by the proper officials on behalf of Cook County. Please do not provide services until your firm has been notified by a representative from the Using Department.

Cordially,

Maria de Lourdes Coss, CPPO
Chief Procurement Officer of Cook County

Enclosure
MDLC: cp

Printed on Recycled Paper

BIDDER: The Regional News
Regional Publishing Corp

CONTRACT FOR SERVICE

OPEN MARKET PURCHASE NO. OMP-11-84-2711 I

PUBLICATION OF LEGAL NOTICES IN COMMUNITY AND NEIGHBORHOOD NEWSPAPERS
FOR
VARIOUS COOK COUNTY AGENCIES

BOARD OF COMMISSIONERS
COUNTY OF COOK
TONI PRECKWINKLE, PRESIDENT

BIDS TO BE EXECUTED IN TRIPLICATE
BID OPENING WILL BE ON THURSDAY, MAY 5, 2011
AT 10:00 A.M.
LATE BIDS WILL NOT BE CONSIDERED
DELIVER BIDS TO 118 N. CLARK ST., ROOM 1018, CHICAGO, IL 60602

ISSUED BY THE
OFFICE OF THE PURCHASING AGENT

Contact Info for Specifications Engineer No. 84
Barbie Flock: 312 603-6828,Barbie.flock@cookcountyil.gov

REQ#103000052 0413/TOB

INSTRUCTIONS TO BIDDERS
OPEN MARKET PURCHASES
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INSTRUCTIONS TO BIDDERS

IB-01 DEFINITIONS

A. **BIDDER** shall mean the individual or business entity submitting a Bid Proposal to supply any or all of the services or goods required by the Open Market Purchase Documents.

B. **BID PROPOSAL** shall mean the Contract Documents as completed by the Bidder which constitutes the Bidder's offer.

C. **CONTRACT** shall mean the agreement between the County and Contractor as set forth in the Contract Documents and as Contract is awarded.

D. **CONTRACT DOCUMENTS** shall mean collectively the Instructions to Bidders, General Conditions, Special Conditions, Specifications, Attachments, Addenda, if any, Bid Proposal, Site Inspection Certificate, Contractor Certifications and Forms for Minority Participation. The above documents shall be considered as one integrated document setting forth the obligations of the parties.

E. **CONTRACTOR** shall mean the individual or business entity submitting a Bid Proposal and to whom the Contract is awarded.

F. **COUNTY** shall mean the County of Cook, a body politic and corporate of the State of Illinois.

G. **DIRECTOR** shall mean the person or persons authorized by the County to act in connection with this Contract. Such authorization shall not include any power to change the scope of the Contract or to obligate the County to pay additional sums beyond the amount of the Contract award.

H. **PURCHASING AGENT** shall mean the Purchasing Agent of the County of Cook whose duties and responsibilities are more particularly described in the Illinois Compiled Statutes 1994, 55 ILCS 5/5-36003.

I. **SPECIFICATIONS** shall mean the description of the required services, Contract Goods, equipment, personnel, volume and use statistics and all requirements for the scope of work set forth in the Open Market Purchase Documents.

IB-02 PREPARATION OF PROPOSALS

The Bidder shall prepare one (1) copy of its Bid Proposal on the proposal forms within the Contract Documents and three (3) execution pages, all with original signatures in the back of the document. Unless otherwise stated, all blank spaces on the proposal forms shall be fully completed. Bidder bears all responsibility for error or omissions in the submission of the Bid Proposal.

IB-03 SITE INSPECTION CERTIFICATE

When required in the Special Conditions, the Bidder shall visit the job-site and shall carefully examine and become familiar with all conditions which may in any way affect the performance of the Contract and shall submit certification of such inspection along with the Bid Proposal. The dates and conditions of the site inspection are determined by County.

IB-04 EXCEPTIONS

If any Bidder intends to take any deviations or exceptions from the Specifications or other Open Market Purchase Documents, Bidder shall submit to the Purchasing Agent a written request for a deviation or exception prior to the date and time of Bid Opening. If the Purchasing Agent considers such deviation or exception acceptable, the Purchasing Agent shall issue an Addendum setting forth such deviation or exception from the Specifications or other Contract Documents which shall be applicable to all Bidders submitting a Bid Proposal. If no Addendum is issued by the Purchasing Agent, then such deviation or exception shall be deemed rejected. The County may reject any Bid Proposal containing deviations or exceptions not previously accepted through a written Addendum.

A copy of such Addendum will be Posted on the Purchasing website and an e-mail notification will be sent to each Bidder downloading a set of such Open Market Purchase Documents. Bidder shall acknowledge receipt of each Addendum issued in the space provided on the proposal form. All written requests for deviations or exceptions shall be addressed to:

Purchasing Agent
Office of the Purchasing Agent
118 North Clark Street, Room 1018
Chicago, Illinois 60602
(Reference the Project Title and Open Market Purchase Number)

IB-05 BIDDER WARRANTIES

The submission of a Bid Proposal shall constitute a warranty that: (i) Bidder has carefully and thoroughly reviewed the Contract Documents and has found them complete and free from ambiguities and sufficient to describe the Contract work; (ii) Bidder and all workmen and/or employees it intends to use in the performance of this Contract are skilled and experienced in the type of work or services called for by the Open Market Purchase Documents; and (iii) neither the Bidder nor any of its employees, agents, suppliers or subcontractors have relied on any verbal representations from the County, or any of the County's employees, agents, or consultants, in preparing the Bid Proposal.

IB-06 SUBMISSION OF BID PROPOSALS

All Bidders shall submit the bound copy of the sealed Bid Proposal in an envelope and shall deposit them in the bid box located in the Cook County Building, 118 North Clark Street, Room 1018, Chicago, Illinois 60602 by the date and hour for the Bid Opening as stated in the Open Market Purchase Document. The sealed envelope submitted by the Bidder shall carry the following information on the face of the envelope: Bidder's name, address, subject matter of Bid Proposal, date of Bid Opening and the hour designated for Bid Opening as shown in the Open Market Purchase Document.

IB-07 BID PROPOSALS TO CONFORM TO REQUIREMENTS OF COOK COUNTY ORDINANCE CHAPTER 10, SECTION 11.

The County will not entertain or consider any Bid Proposals received after the exact time specified in the Open Market Purchase Document, or in any other way failing to comply fully with the conditions stated in the Open Market Purchase Document therefore.

IB-08 COMPETENCY OF BIDDER

No Bid Proposal will be accepted from or Contract awarded to a Bidder that is in arrears or is in default to the County upon any debt or Contract, or that is a defaulter, as surety or otherwise upon any obligation to said County, or has failed to perform faithfully any previous contract with the County.

IB-09 LOCAL BUSINESS PREFERENCE COOK COUNTY ORDINANCE CHAPTER 10, SECTION 38.

The Purchasing Agent shall, in the purchase of all supplies, services and construction by competitive sealed bidding, accept the lowest bid price or lowest evaluated bid price from a responsive or responsible local business, provided that the bid does not exceed the lowest bid price or lowest evaluated bid price from a responsive and responsible non-local business by more than two percent (2%).

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

IB-10 CONSIDERATION OF BID PROPOSALS

The County reserves the right to reject or accept any or all Bid Proposals, to extend the bidding period, to waive technicalities in the Contract Documents and/or to direct that the project be abandoned or rebid prior to award of the Contract.
After Bid Proposals are opened and read aloud, they will be evaluated based on the price, conformance with Specifications, the responsibility of the various Bidders taking into consideration factors including, but not limited to, those noted in IB-08, IB-09 and responsiveness to the County's Minority and Female Owned Business Ordinance.

IB-11 WITHDRAWAL OF BID PROPOSALS

Bidders may withdraw their Bid Proposals at any time prior to the date and hour set for the Bid Opening specified in the Open Market Purchase Document However, no Bidder shall withdraw, cancel or modify its Bid Proposal for a period of ninety (90) calendar days after said Bid Opening.

IB-12 PRICES FIRM

All prices quoted in the Bid Proposal shall be firm and will not be subject to increase during the term of the Contract awarded to the Contractor, except as otherwise provided in these Open Market Purchase Documents.

IB-13 CASH BILLING DISCOUNTS

Cash billing or percentage discounts for payment will not be considered in evaluating Bid Proposals.

IB-14 CATALOGS

Each Bidder shall submit, where necessary or when requested catalogs, descriptive literature, and detailed drawings, fully detailing features, designs, construction, appointment and finishes not covered in the Specifications but necessary to fully describe the materials, Contract Goods or work proposed to be furnished.

IB-15 AUTHORIZED DEALER/DISTRIBUTOR

The Bidder must be: (i) the manufacturer; (ii) an authorized dealer/distributor; or (iii) able to promptly secure the necessary genuine parts, assemblies and/or accessories as supplied by the original equipment manufacturer (O.E.M.), along with any necessary schematics or drawings to fulfill the contractual obligations. Further, the Bidder must be able to furnish original product warranty and manufacturer's related services such as product information, product re-call notices, etc. Proof of ability to transfer product warranty to the County is to be submitted with the Bid Proposal.

IB-16 TRADE NAMES

In cases where an item is identified by a manufacturer's name, trade name, catalog number, or reference, it is understood that the Bidder proposes to furnish the item identified and does not propose to furnish an "equal" unless the proposed "equal" is definitely indicated therein by the Bidder. The County reserves the right to review and award alternate Contracts, if the commodity and/or service is suitable to its requirement.

The reference to the above catalog is intended to be descriptive and not restrictive and to indicate to the prospective Bidder articles that shall be satisfactory. Bid Proposals on other makes and catalogs shall be considered, provided each Bidder states on the face of the Bid Proposal exactly what is being proposed to be furnished or forwards with the Bid Proposal an illustration, or other descriptive matter which shall clearly indicate the character of the article covered by the Bid Proposal.

The County reserves the right to approve as an equal, or to reject as not being an equal, any article the Bidder proposes to furnish which contains major or minor variations from Specifications but which may comply substantially.

IB-17 SAMPLES

Bidders may be asked upon request of the Purchasing Agent or the Director to furnish and deliver a representative sample sufficient to effectively evaluate each item listed in the Bid Proposal. All samples must be delivered F.O.B. DESTINATION, FREIGHT PREPAID to an identified delivery location within five (5) business days of the request. Samples submitted must be identical to those specified in the Bid Proposal. Submission of other than the samples reflected in the Bid Proposal or failure to furnish samples within the required time period shall be cause for rejection of the Bid Proposal. All samples are subject to mutilation and will not be returned. Bidders shall bear the cost of any samples and shipping or delivery costs related thereto.

IB-18 NOTICES

All communications and notices between the County and Bidders regarding the Contract Documents shall be in writing and hand delivered or delivered via first class United States mail, postage prepaid. Notices to the Bidders shall be addressed to the name and address provided by the Bidders; notices to the Purchasing Agent shall be addressed to Room 1018, County Building, 118 North Clark Street, Chicago, Illinois 60602.

IB-19 COMPLIANCE WITH LAWS - PUBLIC CONTRACTS

This Contract is a competitively bid public contract of Cook County government subject to laws and ordinances governing public contracts. The Bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the Federal, State, County and other local government agencies which may in any manner effect the preparation of the Bid Proposal or the performance of the Contract. If the Bidder observes that any of the Contract Documents are at variance therewith, it shall promptly notify the Purchasing Agent in writing and necessary changes shall be effected by appropriate modification.

IB-20 COOPERATION WITH INSPECTOR GENERAL

Persons or businesses seeking County contracts are required to 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.

END OF SECTION

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OPEN MARKET PURCHASES
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GENERAL CONDITIONS

GC-01 SUBCONTRACTING OR ASSIGNMENT OF CONTRACT OR CONTRACT FUNDS

Once awarded, this Contract shall not be subcontracted or any part thereof assigned without the express written approval of the County Purchasing Agent ("Purchasing Agent"). In no case, however, shall such approval relieve the Contractor from his obligations or change the terms of the Contract. The Contractor shall not transfer or assign any Contract funds or claims due or to become due without the advance written approval of the Purchasing Agent. 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.

The Contractor shall identify any and all contractors and subcontractors it intends to use in the performance of the Contract. All such persons shall be subject to the prior approval of the County.

The Contractor and its employees, contractors, subcontractors, agents and representatives are, for all purposed arising out of this Contract, independent contractors and are not employees of the County. It is expressly understood and agreed that the Contractor and its employees, contractors, subcontractors, agents and representatives shall in no event as a result of a contract be entitled to any benefit to which County employees are entitled, including, but not limited to, overtime, retirement benefits, worker's compensation benefits and injury leave or other leave benefits.

GC-02 INSPECTION AND RESPONSIBILITY

The County shall have a right to inspect any Contract Goods used in carrying out this Contract and shall be responsible for the quality and standards of all materials or completed work furnished under this Contract. Contract Goods or completed work not complying herewith may be rejected by the Purchasing Agent and/or the Director and shall be replaced and/or re-performed by the Contractor at no cost to the County. Any Contract Goods rejected shall be removed within a reasonable time from the premises of the County at the entire expense of the Contractor, after notice has been given by the County to the Contractor that such Contract Goods have been rejected.

GC-03 INSURANCE

Contractor shall purchase and maintain during the term of this Contract insurance coverage which will satisfactorily insure him against claims and liabilities which could arise because of the performance of the Contract.

GC-04 PAYMENT

All invoices submitted by the Contractor shall be in accordance with the cost provisions contained in the Open Market Purchase Documents. No payments shall be made without such invoices having been submitted along with a County Voucher Form.

GC-05 PREPAID FEES

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

GC-06 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 materials or services purchased by the County by virtue of statute. The price or prices quoted herein shall include any and all other federal and/or state, direct and/or indirect taxes which apply to this Contract. The County's State of Illinois Sales Tax Exemption Identification No. is E-9998-2013-05.

GC-07 PRICE REDUCTION

If at any time after the contract award, Contractor makes a general price reduction in the price of any goods covered by the Contract, the equivalent price reduction based on similar quantities and/or considerations shall apply to this Contract for the duration of the Contract period. Such price reductions shall be effective at the same time and in the same manner as the reduction in the price to customers generally.

GC-08 CONTRACTOR CREDITS

To the extent the Contractor gives credits toward future purchases of goods or services, financial incentives, discounts, value points or other benefits based on the purchase of the materials or services provided for under this Contract, such credits belong to the County and not any specific using department. Contractor shall report any such credits to the Purchasing Agent.

GC-09 DISPUTES

Any dispute arising under the Contract between the County and Contractor shall be decided by the Purchasing Agent. The complaining party shall submit a written statement detailing the dispute and specifying the specific relevant Contract provision(s) to the Purchasing Agent. Upon request of the Purchasing Agent, the party complained against shall respond to the complaint in writing within five days of such request. The Purchasing Agent will reduce his decision to writing and mail or otherwise furnish a copy thereof to the Contractor and Director. Dispute resolution as provided herein shall be a condition precedent to any other action at law or in equity. 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.

GC-10 DEFAULT

Contractor shall be in default hereunder in the event of a material breach by Contractor of any term or condition of this Contract where Contractor has failed to cure such breach within ten (10) days after written notice of breach is given to Contractor by the County, setting forth the nature of such breach.

County shall be in default hereunder if any material breach of the Contract by the County occurs which is not cured by the County within forty-five (45) days after written notice of breach has been given by Contractor to the County, setting forth the nature of such breach.

GC-11 COUNTY'S REMEDIES

If the Contractor fails to remedy a material breach during the ten (10) day cure period pursuant to General Condition GC-10, Default, the County shall have the right to terminate this Contract provided, however, that the County shall give Contractor prior written notice of its intent to terminate. Following notice of breach to Contractor, the County reserves the right to withhold payments owed to Contractor until such time as Contractor has cured the breach which is the subject matter of the notice. In addition, the County shall have the right to pursue all remedies in law or equity.

GC-12 CONTRACTOR'S REMEDIES

If the County has been notified of breach and fails to remedy the breach during the forty-five (45) day cure period pursuant to General Condition GC-10, Default, the Contractor shall have the right to terminate this Contract providing, however, that Contractor shall give the County thirty (30) days prior written notice of termination.
Contractor shall have the right to pursue all remedies available in law or equity. In all cases the Contractor's damages shall be those provable damages not to exceed the value of the Contract as awarded. Contractor shall not disrupt the operation or repossess any component thereof.

GC-13 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.

GC-14 MODIFICATIONS AND AMENDMENTS

The parties may from time to time during the term of the Contract make modifications and amendments to the Contract but only as provided in this section. Such modifications and amendments shall only be made by mutual agreement in writing. No such modifications and amendments which individually or cumulatively result in additional cost of $1,000.00 or greater or which extend the term of the Contract by thirty (30) days or more shall be deemed as authorized without the advance approval of the Cook County Board of Commissioners. Modifications and amendments which increase cost by less than $1,000.00 or which do not extend the term of the Contract by more than thirty (30) days may only be made with the advance written approval of the Purchasing Agent.

Contractor is hereby notified that except for the specific changes listed in the following paragraph, no County department or employee thereof has authority to make any modification or amendment to this Contract. Any modification or amendment to this Contract except as provided for in the following paragraph made without the express written approval of the Purchasing Agent is void and unenforceable.
The Director may, by written order, make changes with respect to the times of delivery and the places of performance thereof. Any such change shall not cause an increase or decrease the Contract price or the time required for Contract performance.

GC-15 PATENTS, COPYRIGHTS AND LICENSES

Contractor agrees to hold harmless and indemnify the County, its officers, agents, employees and affiliates from and defend, at its own expense (including reasonable attorneys', accountants' and consultants' fees), any suit or proceeding brought against County based upon a claim that the ownership and/or use of equipment, hardware and software or any part thereof utilized in performing Contractor's services constitutes an infringement of any patent, copyright or license or any other intellectual 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 to modify the system or its component parts so that it becomes non-infringing while performing in a substantially similar manner to the original system, meeting the Specifications of this Contract.

GC-16 COMPLIANCE WITH LAWS

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

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

GC-17 MINORITY AND WOMEN BUSINESS ENTERPRISES

COOK COUNTY ORDINANCE CHAPTER 10, SECTION 43.1 - 43.10.

I. POLICY AND GOALS

A. It is the policy of the County of Cook to prevent discrimination in the award of or participation in County contracts and to eliminate arbitrary barriers for participation, as both prime and sub-contractors, in such contracts by local businesses certified as Minority Business Enterprises (MBE) and Women-owned Business Enterprises (WBE). In furtherance of this policy, the Cook County Board of Commissioners has adopted a Minority- and Women-owned Business Enterprise Ordinance (the "Ordinance") which establishes a goal of awarding not less than twenty-five percent (25%) of the annual total dollar amount of contracts to certified MBEs and ten percent (10%) of the annual dollar value of all such contracts to certified WBEs.

B. A Bid or Quotation shall be rejected if the County determines that a Bid or Quotation fails to comply with this General Condition, including but not limited to, commitments to achieve for this contract, an MBE goal of twenty-five percent (25%) of the contract amount and a WBE goal of ten percent (10%) of the contract amount or to include a Petition for Reduction/Waiver documenting why the goals are not attainable despite the contractor's Good Faith Efforts. A Bid or Quotation may be rejected and a new Bid or Quotation may be solicited if the public interest is served thereby. Unless otherwise specified in the Bid or Quotation Documents, for purposes of this GC-17, the contract amount is the amount that has been entered on the Proposal page of the Bid or Quotation Documents.

C. Except to the extent that a Bid or Quotation includes a Reduction/Waiver request, the contract MBE and WBE participation goals may be achieved by the Bid or Quotation entities' status as a MBE or WBE; by entering into a joint venture with one or more MBEs and/or WBEs; by subcontracting a portion of the work to one or more MBEs and WBEs; by establishing and carrying out a mentor/protégé agreement; by the Indirect Participation of one or more MBEs and WBEs used by the entity submitting a Bid or Quotation in other aspects of its business; or by any combination of the foregoing so long as the Utilization Plan evidences a commitment to the MBE and WBE contract goals set forth in (B) above.

D. The same Business Enterprise, whether as a contractor, subcontractor or supplier, cannot be utilized as both a MBE and a WBE on the same contract.

E. To the extent that the Ordinance does not apply to this Bid or Quotation, unless specifically waived in the Bid or Quotation Documents, this GC-17 and the wording of the Ordinance shall apply. If there is a conflict between this GC-17 and the Ordinance or the wording of the Ordinance, the Ordinance or its wording controls.

F. A Contractor's failure to carry out its commitments in the course of the Contract's performance shall constitute a material breach of the Contract and if such breach is not appropriately cured, may result in the termination of the Contract or such remedy authorized by the Ordinance as the County deems appropriate.

II. REQUIRED BID OR QUOTATION SUBMITTALS

To be considered responsive, a Bid or Quotation shall meet the MBE and WBE goals by submitting a Utilization Plan with the Bid or Quotation, which shall be (1) supported by Letters of Intent from the MBEs and WBEs together with the MBEs/WBEs Letters of Certification, and/or (2) include a written Petition for Reduction/Waiver with the Bid or Quotation supported by documentation of Good Faith Efforts to meet the goals. Failure to submit the documents set forth in (A) and (B) of this Section II in accordance with these guidelines will cause the Bid or Quotation to be considered non-responsive and shall be cause to reject the Bid or Quotation.

A. MBE/WBE Utilization Plan

Each Bid or Quotation shall include with the Bid or Quotation a complete Utilization Plan. The Utilization Plan shall list the names, mail and email addresses, telephone number and contact persons of businesses intended to be used as MBEs and WBEs on the Contract. If the entity submitting a Bid or Quotation, or any of its subcontractors, suppliers or consultants, are certified MBEs or WBEs they shall be identified as an MBE or WBE within the Utilization Plan.

1. Letter(s) of Intent

Except as set forth below, a Bid or Quotation shall include with its Utilization Plan, Letter(s) of Intent executed by each MBE and WBE included in the Utilization Plan and by the entity submitting the Bid or Quotation, which sets forth that each MBE and WBE intends to perform as a subcontractor, supplier, joint venture partner and/or consultant on the contract. The Letters of Intent must accurately detail the work to be performed by the MBE or WBE firm and the agreed rates and/or prices to be paid.

If the Bid or Quotation does not include all Letter(s) of Intent with its Utilization Plan, such Letter(s) of Intent may be submitted to the Office of Contract Compliance within three (3) business days after the date of the Bid or Quotation Opening. Failure to submit all Letter(s) of Intent as required shall result in the Contract Compliance Administrator's determination that a Bid or Quotation is not responsive and shall be cause to reject the Bid or Quotation.

All commitments made by a Bid or Quotation in its Utilization Plan must conform to those included in the submitted Letter(s) of Intent. The Contract Compliance Administrator reserves the right to request supplemental information regarding the Letter(s) of Intent submitted with a Bid or Quotation and such information shall be furnished. (Reference pages EDS-3/4 for a format sample of a Letter of Intent)

2. Letter(s) of Certification

Only a Letter of Certification from one of the following entities shall be accepted as certification of MBE/WBE status:

County of Cook
Small Business Administration 8A Program
Illinois Unified Certification Program
or any other governmental body or agency approved by the Contract Compliance Administrator as applying certification standards substantially similar to those applied by the County of Cook may also be accepted.

The Contract Compliance Administrator retains the right to reject the certification of any MBE or WBE on the ground that it does not meet the County's definition of a MBE or WBE.

3. Joint Venture Affidavit

In the event a Bid or Quotation achieves MBE and/or WBE participation by entering into a Joint Venture, the Bid or Quotation shall include the required Joint Venture Affidavit which is available in the Office of Contract Compliance. Such Joint Venture Affidavit shall be submitted with the Bid or Quotation along with Letter(s) of Certification.

B. Reduction/Waiver Petition

In the event a Bid or Quotation is unable to meet the applicable contract MBE and WBE participation goals, the Bid or Quotation must include a Petition for Reduction/Waiver and submit the Petition with its Bid or Quotation. The Petition for Reduction/Waiver shall be supported with evidence and sufficient documentation to demonstrate the Bid's or Quotation's Good Faith Efforts in attempting to achieve the applicable MBE and WBE goals. If a Bid or Quotation does not include all documentation in support of the Petition with its Bid or Quotation, such documentation must be submitted to the Office of Contract Compliance within three (3) business days after the date of the Bid or Quotation opening.

III. REDUCTION/WAIVER OF MBE/MBE GOALS

A. Granting a Reduction/Waiver Request.

1. The determination of the adequacy of the Good Faith Efforts to utilize MBEs and WBEs in a Bid or Quotation will be evaluated on the basis of the actions in attempting to achieve MBE and WBE participation goals set forth in the Bid or Quotation. Examples of actions constituting Good Faith Efforts for a Bid or Quotation are set forth within the Ordinance and in the "Petition for Reduction/Waiver of MBE/WBE Participation Goals" contained in the Bid or Quotation Documents.

2. The Contract Compliance Administrator may grant the Petition for Reduction/Waiver based upon the following criteria: (a) sufficient qualified MBEs and WBEs capable of providing the goods or services required by the contract are unavailable despite the good faith efforts of the contractor; (b) the specifications and the reasonable and necessary requirements for performing the contract make it impossible or economically infeasible to divide the contract into sufficiently small tasks or quantities to enable the contractor to utilize MBEs and WBEs in accordance with the applicable goals; (c) the price(s) quoted by any potential MBE or WBE source of goods or services is more that 10% above competitive levels; and (d) any other factor determined to be relevant by the Contract Compliance Administrator.

B. Denying a Reduction/Waiver Request.

1 If the Contract Compliance Administrator determines that a Bid or Quotation has not demonstrated adequate Good Faith Efforts to meet the applicable contract MBE and WBE goals, the Contract Compliance Administrator may deny a Petition for Reduction/Waiver and declare the Bid or Quotation non-responsive and recommend rejection of the Bid or Quotation.

2. Failure to undertake and/or to document adequate Good Faith Efforts shall be cause to deny a Petition for Reduction/Waiver. Determination of the adequacy of a Bid's or Quotation's Good Faith Effort will be evaluated on the basis of the Bid's or Quotation's actions as of the date of the Bid or Quotation opening.

IV. CHANGES IN CONTRACTOR'S UTILIZATION PLAN

A. Contractor, during its performance of the Contract, may not change the MBE or WBE commitments specified in its Utilization Plan, including but not limited to, terminating a MBE or WBE contract, reducing the scope of the work to be performed by a MBE/WBE, or decreasing the price to a MBE/WBE, except as otherwise provided by the Ordinance.

B. Where an enterprise under the Contact was previously considered to be a MBE or WBE but is later found not to be, or work is found not to be creditable toward the MBE or WBE goals as stated in the Utilization Plan, the Contractor shall seek to discharge the disqualified enterprise, upon proper written notification to the Contract Compliance Administrator, and make every effort to identify and engage a qualified MBE or WBE as its replacement. Failure to obtain a MBE or WBE replacement within 30 working days of the Contract Compliance Administrator's written approval of the removal of a MBE or WBE may result in the termination of the contract or the imposition of such remedy authorized by the Ordinance, unless a written Petition for Reduction/Waiver is granted to Contractor allowing Contractor to award the work to a non-MBE or WBE.

V. NON-COMPLIANCE

If the County determines that the Contractor has failed to comply with its contractual commitments or any portion of the Ordinance or this GC-17, the Contract Compliance Administrator will notify the Contractor of such noncompliance and may take any and all appropriate actions as set forth within the Ordinance.

VI. REPORTING/RECORD-KEEPING REQUIREMENTS

The Contractor is required to comply with the reporting and record-keeping requirements as set forth in the Ordinance and as established by the Contract Compliance Administrator. Upon award of a Contract, Contractor is responsible for acquiring all necessary County reporting and record-keeping forms which will be made available in the Office of Contract Compliance.

VII. EQUAL EMPLOYMENT OPPORTUNITY

Compliance with MBE and WBE requirements will not diminish or supplant Equal Employment Opportunity and Civil Rights provisions as required by law as they relate to contractor and subcontractor obligations.

GC-18 MATERIAL DATA SAFETY SHEET

Where required under the Illinois "Toxic Substance Disclosure To Employees Act", Illinois Compiled Statutes, 1994, 820 ILCS 255/1, Contractor shall submit with each delivery of Contract Goods, a Material Safety Data Sheet.

GC-19 CONDUCT OF THE CONTRACTOR

The Contractor agrees to inform the County on a timely basis of all of the Contractor's interests, if any, which are or which the Contractor reasonably believes may be incompatible with any interest of the County. The Contractor shall take notice of and comply with the Cook County Lobbyist Registration Ordinance (No. 93-0-22, 6-22-93). The Contractor shall not use for personal gain or make other improper use of privileged information which is acquired in connection with the Contract.

GC-20 ACCIDENT REPORTS

The Purchasing Agent and Director shall be given written notification within twenty-four (24) hours of any occurrence, on the site or otherwise, which pertains in any way to this Contract and involves the Contractor's personnel, or those of any of his subcontractors or others whether said occurrence be in the nature of bodily injury to employees or third parties or property damage.

The report shall include the name of person(s) injured, name of his employer, date, time and location of occurrence, extent of injury and/or damage, name(s) of eyewitnesses, and who treated the person(s) for injuries sustained, and such other information as may be relevant. The Contractor shall notify the local police any occurrence requiring an official police record. The accident report should indicate whether the police were notified and, if so, the number of the police report.

GC-21 USE OF PREMISES

Contractor shall confer with the Director to ascertain full knowledge of all rules and regulations of the County facilities relative to this Contract and shall comply therewith. The Contractor shall confine the operations of its employees to the limits indicated by laws, ordinances, permits and/or direction of the Director and shall not encumber the premises with materials or debris. The Contractor shall not load or permit any part of the structure to be loaded with a weight that will endanger its safety.

The County reserves the right to prohibit any person from entering any County facility for any reason. All subcontractors, agents and employees of the Contractor shall be accountable to the Director while on any County property and shall abide by all security regulations imposed by the County.

GC-22 GENERAL NOTICE

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, registered or certified, return receipt requested. Notice as provided herein does not waive service of summons or process.

TO THE COUNTY:
Purchasing Agent
County of Cook
Room 1018, County Building
118 North Clark Street
Chicago, Illinois 60602
(Reference the Project Title and Open Market Purchase Number)

TO THE CONTRACTOR:
At address provided in its bid document or as otherwise indicated in writing to County.

GC-23 TERMINATION FOR CONVENIENCE

The County may terminate this Contract, or any portion, at any time by notice in writing from the County to the Contractor.

GC-24 GUARANTEES AND WARRANTIES

All guarantees and warranties required shall be furnished by the Contractor and shall be delivered to the Director before final voucher on the Contract is issued. The Contractor agrees that the Contract Goods or services to be furnished shall be covered by the most favorable commercial warranties the Contractor gives to any customer for the same or substantially similar Contract Goods or services and that the rights and remedies so provided are in addition to and do not limit any rights afforded to County.

GC-25 STANDARD OF CONTRACT GOODS

Only new, originally manufactured Contract Goods will be accepted by the County. The County will not accept any Contract Goods that have been refurbished, rebuilt, restored or renovated in any manner. In addition, experimental materials will not be acceptable. Contract Goods not produced by regular production methods and/or which have not been offered for sale to the public through accepted industry trade channels for a reasonable period of time prior to the offering of the proposal, will be considered experimental.

GC-26 DELIVERY

All Contract Goods shipped to the County shall be shipped F.O.B., DESTINATION, FREIGHT PREPAID. Arrangements shall be made in advance by the Contractor in order that the County may arrange for receipt of the materials.

Truck deliveries will be accepted before 3:00 P.M. on weekdays only. No deliveries will be accepted on Saturdays, Sundays or County Holidays. The County is not responsible for delivery delays due to waiting times for loading and unloading at dock locations.

The quantity of Contract Goods delivered by truck will be ascertained from a weight certificate issued by a duly licensed Public Weight-Master. In the case of delivery by rail, weight will be ascertained from bill of lading from originating line, but the County reserves the right to re-weigh at the nearest available railroad scale.
The County reserves the right to add new delivery locations or delete previously listed delivery locations as required during the Contract period. The only restriction regarding the County's right to add new delivery locations shall be that any new or additional location shall be within the geographical boundaries of the County of Cook.

GC-27 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 of Services hereunder. Contractor shall comply with the applicable privacy laws and regulations affecting Owner and will not disclose any of Owner'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 Owner without the prior written approval of Owner. In the event such approval is given, any such reports published and distributed by Contractor shall be furnished to Owner without charge.

All documents, data, studies, reports, work product or product created as a result of the performance of Service(s) 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, report, work product or product obtained from the County of Cook or created hereby for its own purposes or to be copied and used by any third party. During the performance of the Services herein provided for, the Contractor shall be responsible of any loss or damage to the documents herein enumerated while they are in his possession, and any such document lost or damaged shall be restored at the expense of the Contractor. Full access to the work during the preparation of the plans shall be available to the County and other public agencies interested in this work.

GC-28 QUANTITIES

The quantities of materials required for the performance of the Contract are estimates for the purpose of determining an approximate total Contract amount and may not be the actual quantities required during the term of the Contract. The County reserves the right to increase or decrease the quantities at the Contract price, to correspond to the actual needs of the County. The County will be obligated to order and pay for only such quantities as are from time to time ordered, delivered, and accepted on purchase orders issued by the Purchasing Agent.

GC-29 AUDIT; EXAMINATION OF RECORDS

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

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

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

GC-30 GOVERNING LAW

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, 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 City of Chicago, County of Cook, 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.

GC-31 COOPERATION WITH INSPECTOR GENERAL

Contractors, subcontractors, 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.

GC-32 WAIVER

No term or provision of this Contract shall be deemed waived and no breach consented to unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. The waiver of any such provision shall be strictly limited to the identified provision.

GC-33 ENTIRE CONTRACT

It is expressly agreed that the provisions set forth in this Contract constitute all the understandings and agreements between the parties. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Contract are of no force and effect.

GC-34 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.

GC-35 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.

GC-36 CONTRACT INTERPRETATION

Whenever the singular is used herein, the masculine, feminine and neuter gender shall be deemed to include the others. The headings of articles, paragraphs and sections in this Contract are included for convenience only and shall not be considered by either party in construing the meaning of this Contract. If any provision or clause of this Contract shall be held to be invalid, such provision or clause shall be deleted from the Contract and the Contract shall be construed to give effect to the remaining portions thereof.

This Contract shall be interpreted and construed based upon the following order of precedence of component parts. Such order of precedence shall govern to resolve all cases of conflict, ambiguity or inconsistency.

1. Addenda, if any.
2. Execution Forms
3. Specification.
4. Special Conditions.
5. General Conditions.
6. Instruction to Bidders.
7. Bid Proposal.

END OF SECTION

SPECIAL CONDITIONS

SC-01 SCOPE

The Contractor shall print and publish Official Newspaper Advertising for Public Notices for a period of thirty-six (36) months from date of award, for Various Cook County Agencies, all in accordance with the Contract Documents, Specifications and Proposal herein.

SC-02 CONTRACT PERIOD

This is a requirement contract for thirty-six (36) months effective ~~after award by the Board of the Commissioners~~ and after proper execution of the Contract Documents.

SC-03 PAYMENT

Payment to the Contractor will be made for each Purchase Order for which County Voucher 29 or 29A have been received with receipt of an Affidavit of Publication.

SC-04 AWARD OF CONTRACT

The contract shall be awarded to the lowest responsible and responsive bidders whose bid meets the requirements and criteria set forth in the Request for Sealed Bid. All items, unless otherwise stated, will be assumed to meet all specifications and requirements as set forth in the Request for Sealed Bid. Ambiguous bids which are uncertain as to terms, delivery, quantity, or compliance with specifications may be rejected or declared non-responsive. The County shall be sole determinant of the relevant and appropriate cost factors used in evaluating any Base, Options and/or Alternate bids. Bidders must quote all lines for consideration. **Multiple awards will result from this bid. The County will rotate placement of the notices with the awarded vendors.**

SC-05 MAXIMUM AND MINIMUM QUANTITY

The maximum quantity of advertising, public notices, and election notices which the County will be obligated to purchase under this Contract, is the quantity from time to time ordered, delivered and accepted on orders issued by the Purchasing Agent. However, nothing herein contained shall be construed as an obligation of the County to order or pay for any advertising other than the amount determined to be necessary.

SC-06 PRE-BID CONFERENCE

The County will hold a Pre-Bid Conference and Site-Visit at 118 N. Clark Street, Room 1018, Chicago, IL 60602. Representatives from the Office of the Purchasing Agent and the Clerk of Cook County will comprise the panel to respond to answer any questions regarding PUBLICATION OF LEGAL NOTICES and Invitation to Bid procedures. It is not mandatory that the Contractors attend this Pre-Bid Conference, however it is highly recommended. Prospective Proposers must respond to Tom O'Brien at 312 603-6828 or e-mail barbie.flock@cookcountyil.gov on or before Tuesday, April 19, 2011 with firm's name and number of attendees. A maximum of two (2) representatives from each firm may attend.

The Pre-Bid Conference on: **Thursday, April 21, 2011 at 2:30 p.m.**

PLACE: Office of the Purchasing Agent
118 N. Clark St, Room 1018
Chicago, IL 60602

SPECIAL CONDITIONS

SC-07 INQUIRIES

A copy of any written request for interpretation of documents shall be provided to the Office of Purchasing Agent at the address set forth below.

Inquiries about the interpretation of the Specifications must be made only in writing and shall be directed to the Purchasing Agent. Inquiries will be answered in writing, if deemed necessary, by means of an Addendum issued by the Office of the Purchasing Agent. (Reference Instructions to Bidders, Section IB-05 "Exceptions", Page IB-2). **Inquiries must be received no later than 5:00 p.m. on Monday, April 25, 2011. Inquiries will be answered by the close of business on Thursday, April 28, 2011.**

During the bid process, all inquiries must be directed, in writing, only to the Cook County Office of the Purchasing Agent as follows:

Maria De Lourdes Coss, CPPO
Cook County Purchasing Agent
C/O Barbie Flock, Specifications Engineer
118 N. Clark Street, Room 1018
Chicago, IL 60602
Or via email at barbie.flock@cookcountyil.gov
Contact Info for Specifications Engineer No. 84
Barbie Flock: 312 603-6828,barbie.flock@cookcountyil.gov

SC-08 NOTIFICATION

Do not begin service until notified by Using Department.

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR THE PUBLICATION OF LEGAL NOTICES AND ELECTION NOTICES

S-01 PUBLISHING

The Contractor shall publish legal notices and election notices required by law or ordinance for Cook County in a community or neighborhood newspaper of general circulation.

S-02 COMMUNITY OR NEIGHBOORHOOD NEWSPAPER

A newspaper meeting requirements of the County of Cook shall be a community or neighbor newspaper, published in the County of Cook, which is locally oriented, professional news coverage that typically focuses on city neighborhoods, individual suburbs or small towns, rather than metropolitan, state, national or world newscirculation.

S-03 TYPE

Type shall be agate typeset solid 14 lines per inch. The face of type in which the publication shall be made not smaller than the body type used in the classified advertising in the newspaper in which the publication is made.

S-04 CIRCULATION

All notices published shall include the printing of such notice in the total circulation of each edition on the date of publication of the newspaper in which the notice is published. **The newspaper must be printed in English and/or other non-English languages for a minimum of one (1) day per week. With a circulation of at least 2500.**

S-05 SUBSCRIPTIONS

The Contractor shall furnish and deliver as part of his obligation, two (2) subscriptions of such newspaper, the cost of which shall be apportioned and included in the bid price per line, per insertion.

S-06 PROOF OF PUBLICATION

When any notice is published the certificate of the publisher, themselves or their authorized agent, with a written or printed copy of such notice annexed, stating the number of times which the same shall have been published, and the dates of the first and last papers containing the same, shall be delivered to the County Agency/Department placing the advertisement and shall be sufficient evidence of the publication therein set forth.

~~The certificate of the publisher shall also state by themselves or their authorized agent, that the newspaper is a newspaper as defined in the Illinois Compiled Statutes 715 ILCS.~~

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR THE PUBLICATION OF LEGAL NOTICES AND ELECTION NOTICES (CONT.)

S-06 PROOF OF PUBLICATION CONTINUED

Bidder may also submit a document of audited circulation, a posted statement or a printer's bill with a copy of the check to the printer where it was processed. Geographic area of publication must be presented with each bid.

S-07 PROOFS

The cost of one (1) proof for each advertisement or notice shall be apportioned by bidder and included in the bid price per line, per insertion.

The contractor shall deliver, by email, one (1) proof of each advertisement or notice to the County Agency/Department placing the advertisement on the day of at least one day before the ad is seen for approval.

S-08 PUBLICATION OF THOSE COUNTY NOTICES NOT INCLUDED IN THIS CONTRACT

The publication of the County's Annual Appropriation Bill (Budget) is not part of this Contract. Notice of Quadrennial Assessments, Non-Quadrennial Changes in Assessment Lists, Notices of Delinquent Tax Lists, Delinquent Special Assessment Lists, Advertising of Indigent Divorce Cases, and Advertising of Petitions for Orders of Protection, Delinquent Scavenger Lists, and Listings of Abandoned Bail Bonds shall not be limited to this Contract.

ITEM NO. 1 PUBLICATION OF LEGAL NOTICES

S-09 SCOPE

The contractor must provide all the necessary services required to format and publish various Legal Advertisements which include, but will not be limited to, notices for Bid Opportunities, Bid Cancellations and Addendums, Public Notices, Zoning Ordinances, Legal Notices and other notices required by various County Departments all in accordance with the Special Conditions and Detailed Specifications contained herein.

S-10 INTENT

It is the intent of the County to purchase Legal Advertisement Services in order to make public legal notices such as bid opportunities, bid postponements and addendums, bid cancellations, zoning ordinances, zoning changes and amendments, notice of public hearings and any other County events.

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR THE PUBLICATION OF LEGAL NOTICES AND ELECTION NOTICES (CONT.)

S-11 ESTIMATED QUANTITIES

The County estimates annual advertisements of approximately 20,000 agate lines for three (3) years. Column widths will vary according to departmental needs.

S-12 LEGAL ADVERTISMENT REQUIREMENTS

Per schedule below, the contractor will deliver one (1) proof of the Legal Advertisement(s) the day after receipt of the Legal Advertisement Request Form (Sundays excluded) to the Requesting Using Department for review. Upon receipt of the proofs, the Legal Advertisement(s) will be reviewed and any topographical errors, missing information will be communicated to the Contractor via telephone, fax, or email no later than on the day of receipt of the proofs.

The Legal Advertisement(s) must appear in the newspaper no later than three (3) days after the proofs are received and approved by the County Department. Requests for Legal Advertisement(s) may be cancelled, at no charge to the County, up until two (2) days before a Legal Advertisement(s) is scheduled to be published. Any Legal Advertisement(s) published with errors or omissions due to an error made by the Contractor must be corrected by running a new corrected Legal Advertisement(s) at the cost of the Contractor.

S-13 SCHEDULE

The County will give a maximum of 24 hours, advance notice for submitting email notification of legal notice request. Vendor agrees to send electronic proof to county within 24 hours of receipt of email request. Upon award, the county will provide the address of a secure FTP site that vendor can send proofs to in the case of large file sizes.

S-14 LEGAL ADVERTISEMENT SIZES

The number of agate lines and number of columns per legal advertisement will vary according to the requesting departments needs. The height of the legal advertisement and each individual section will be assessed per agate line. The agate line font size is approximately 6pt. Header must be in bold type and approximately 10 pt. font. The size of the type will allow approximately thirty-two (32) characters per agate line per column. There must be a bold horizontal line between individual ads.

ITEM NO. 1: PUBLICATION OF LEGAL NOTICES (CONT.)

S-15 UNIT PRICE

Bidder's quote must reflect the pricing for one (1) agate line per column. One (1) column size is approximately **1-1/2"** in width. The County will pay for Legal Advertisement Services based on the agate line price per column listed on the Proposal Page for each separate advertisement appearing in the newspaper. The price for each Legal Advertisement will be determined by the number of agate lines contained in the advertisement multiplied by the number of columns.

All costs including bold print, associated with printing the Legal Advertisements must be incorporated in the agate line bid price.

S-16 PUBLICATION OF ELECTION NOTICES

A. Publication of the advertisements shall be placed in the News Section of the paper, not the Classified Section.

B. Assembly of the Notice is required. Notices will be provided in consecutively numbered sections by the Cook County Clerk's Office.

C. Notice will be ready for pick-up at least 10 days prior to the publication date.

D. Prior to Publication, Proofs shall be sent to County Clerk twenty-four (24) hours after receipt of Notice.

E. Certificates of Publication, with copies of Notices, are required.

F. **Newspaper must be published in Cook County and circulated at least once a week in a local area of Cook County. Bidders must provide circulation figures for each local area of Cook County.**

G. Specified Notices shall be separate Pull-out Sections.

H. Specified Notices shall have a Front Page Notice, indicating that these Legal Notices are inside. (These specified Notices are usually large in size approximately 20 pages or more).

ITEM NO. 1: PUBLICATION OF LEGAL NOTICES (CONT.)

I. The following is a listing of the publication schedule:

1. Presidential Primary Election - March 20, 2012
a) Notice to Elderly & Disabled
b) Early Voting Notice - must be published a week before the start of early voting and weekly during the early voting cycle so the notice is published four times.
c) Notice of Primary Colors
d) Notice of Election
e) Notice of Specimen Ballots, Referenda & Polling Places (Urban & Suburban Publishers, 40 Suburban papers)
f) Notice of Election Judges after Re-commission of judges
g) Notice of Public Test

2. Presidential General Election - November 6, 2012
a) Notice to Elderly & Disabled
b) Early Voting Notice - must be published a week before the start of early voting and weekly during the early voting cycle so the notice is published four times.
c) Notice of Election
d) Notice of Specimen Ballots, Referenda & Polling Places (Urban & Suburban Publishers, 40 Suburban papers)
e) Notice of Public Test

3. Consolidated Primary Election - February 26, 2013

a) Notice to Elderly & Disabled
b) Early Voting Notice - must be published a week before the start of early voting and weekly during the early voting cycle so the notice is published four times.
c) Notice of Election, Primary Colors, Referenda & Polling Places (Urban & Suburban Publishers, number depends on districts holding election)
d) Notice of Public Test

4. Consolidated Election - April 9, 2013

a) Notice to Elderly & Disabled
b) Early Voting Notice - must be published a week before the start of early voting and weekly during the early voting cycle so the notice is published four times.
c) Notice of Election, Contests, Referenda and Polling Places (Urban & Suburban Publishers, 40 Suburban papers)
d) Notice of Public Test

SPECIFICATIONS

ITEM NO. 1: PUBLICATION OF LEGAL NOTICES (CONT.)

1. Gubernatorial Primary Election - March 18, 2014

a) Notice to Elderly & Disabled
b) Early Voting Notice - must be published a week before the start of early voting and weekly during the early voting cycle so the notice is published four times.
c) Notice of Primary Colors
d) Notice of Election
e) Notice of Specimen Ballots, Referenda & Polling Places (Urban & Suburban Publishers, 40 Suburban papers)
f) Notice of Election Judges after Re-commission of judges
g) Notice of Public Test

2. Gubernatorial General Election - November 4, 2014

a) Notice to Elderly & Disabled
b) Early Voting Notice - must be published a week before the start of early voting and weekly during the early voting cycle so the notice is published four times.
c) Notice of Election
d) Notice of Specimen Ballots, Referenda & Polling Places (Urban & Suburban Publishers, 40 Suburban papers)
e) Notice of Public Test

ITEM NO. 2: PUBLICATION OF ELECTION NOTICES FOR ELECTIONS IN 2012, 2013 AND 2014

S-16 PUBLICATION OF ELECTION NOTICES

A. Publication of the advertisements shall be placed in the News Section of the paper, not the Classified Section.

B. Assembly of the Notice is required. Notices will be provided in consecutively numbered sections by the Cook County Clerk's Office.

C. Notice will be ready for pick-up at least 10 days prior to the publication date.

D. Prior to Publication, Proofs shall be sent to County Clerk twenty-four (24) hours after receipt of Notice.

E. Certificates of Publication, with copies of Notices, are required.

F. Newspaper must be published in Cook County and circulated ~~daily~~ **weekly** within the ~~each of the townships of suburban~~ Cook County area. Bidders must provide circulation figures for each of the townships of suburban Cook County.

SPECIFICATIONS

S-16 PUBLICATION OF ELECTION NOTICES (CONT)

G. Specified Notices shall be separate Pull-out Sections.

H. Specified Notices shall have a Front Page Notice, indicating that these Legal Notices are inside. (These specified Notices are usually large in size approximately 20 pages or more).

I. Corrections

Sometimes due to Circuit/Appellate Court rulings or mistakes, the County will have to run a correction in the urban paper or one of the suburban papers. The County agrees to pay the costs of necessary corrections due to Court rulings or mistakes.

SPECIFICATIONS

ITEM NO. 2: PUBLICATION OF ELECTION NOTICES FOR TWO ELECTIONS IN 2012, 2013 AND 2014 (CONT.)

J. SAMPLE OF LEGAL ELECTION NOTICE

vote!

cookcountyclerk.com

OFFICIAL NOTICE OF
SPECIMEN BALLOTS,
REFERENDA/QUESTIONS OF PUBLIC POLICY &
POLLING PLACES
OFFICIAL NOTICE: IS HEREBY GIVEN, by
David Orr, Cook County Clerk
that the General Election will be held in Suburban Cook County on:
Tuesday, November 2, 2010

The General Election will be held in election precincts under the jurisdiction of the Election Division of the Cook County Clerk's Office.

The Polls for said General Election will be open from 6 a.m. to 7 p.m. Locations are subject to change as necessity requires.

At the General Election the voters will vote on the following offices and referenda questions. Referenda/Questions of Public Policy will be voted upon in those precincts of Cook County under the jurisdiction of the Cook County Clerk in which a Unit of Local Government has requested the County Clerk's Office to place said referenda/questions of public policy on the ballot.

The voting will be conducted at the following polling places for each of the aforesaid election precincts selected by the Cook County Clerk.

<Insert Specimen Ballots>

<Insert Polling Places>

NOTE: The letter (N) following the polling place address denotes that the polling place itself is not accessible to the handicapped although other parts of the facility may be accessible. An exemption has been granted by the State Board of Elections and signs are posted indicating if the whole building is accessible or if there is a special entrance.

Dated at Chicago, Illinois this day of October 2010
David Orr, Cook County Clerk

OPEN MARKET PURCHASE NO. OMP-11-84-2711

PROPOSAL

BIDDER: The Regional News

The undersigned declares they have carefully examined the Proposal Form, General and Special Conditions and Specifications identified as Open Market Purchase No. OMP-11-84-2711 for PUBLICATION OF LEGAL NOTICES IN COMMUNITY AND NEIGHBORHOOD NEWSPAPERS for VARIOUS COOK COUNTY AGENCIES, as prepared by Cook County, and that they have familiarized themselves with all the conditions under which it must be carried out and understand that in making this Proposal they waive all right to plead any misunderstanding regarding the same.

ITEM NO.	UNIT OF MEASURE	QTY.	DESCRIPTION
1.	LINE	20,000	PUBLICATION OF LEGAL NOTICES, AGATE LINE, PER INSERTION, AS PER SPECIFICATIONS HEREIN. $ 67¢ /LINE $ ~~13,574.00~~ TOTAL 13400.00 BH
2.	COLUM INCH	860	PUBLICATION OF ELECTION NOTICES FOR ELECTIONS TO BE HELD IN 2012, 2013, AND 2014 AGATE LINE, PER INSERTION, AS PER SPECIFICATIONS HEREIN. $ 9.80 /COLUM INCH $ 8,428.00 /TOTAL

GRAND TOTAL: $22,~~002~~.00 $21,828.00 BH

NAME OF PUBLISHER/NEWSPAPER Amy Richards/The Regional News

ATTACH LATEST CIRCULATION AUDIT REPORT, POSTAL OR PRINT BILL ALONG WITH COPY OF THE CHECK PAYMENT, AND A DEFINE GEOGRAPHIC AREA Palos Heights, Palos Park & Orland Park

THE RECEIPT OF THE FOLLOWING ADDENDA TO THE SPECIFICATIONS IS ACKNOWLEDGED:

ADDENDUM NO. 1 DATE 4/29/11

ADDENDUM NO. 2 DATE 5/4/11

ADDENDUM NO. 3 DATE 5/4/11

ADDENDUM NO. _____ DATE _____

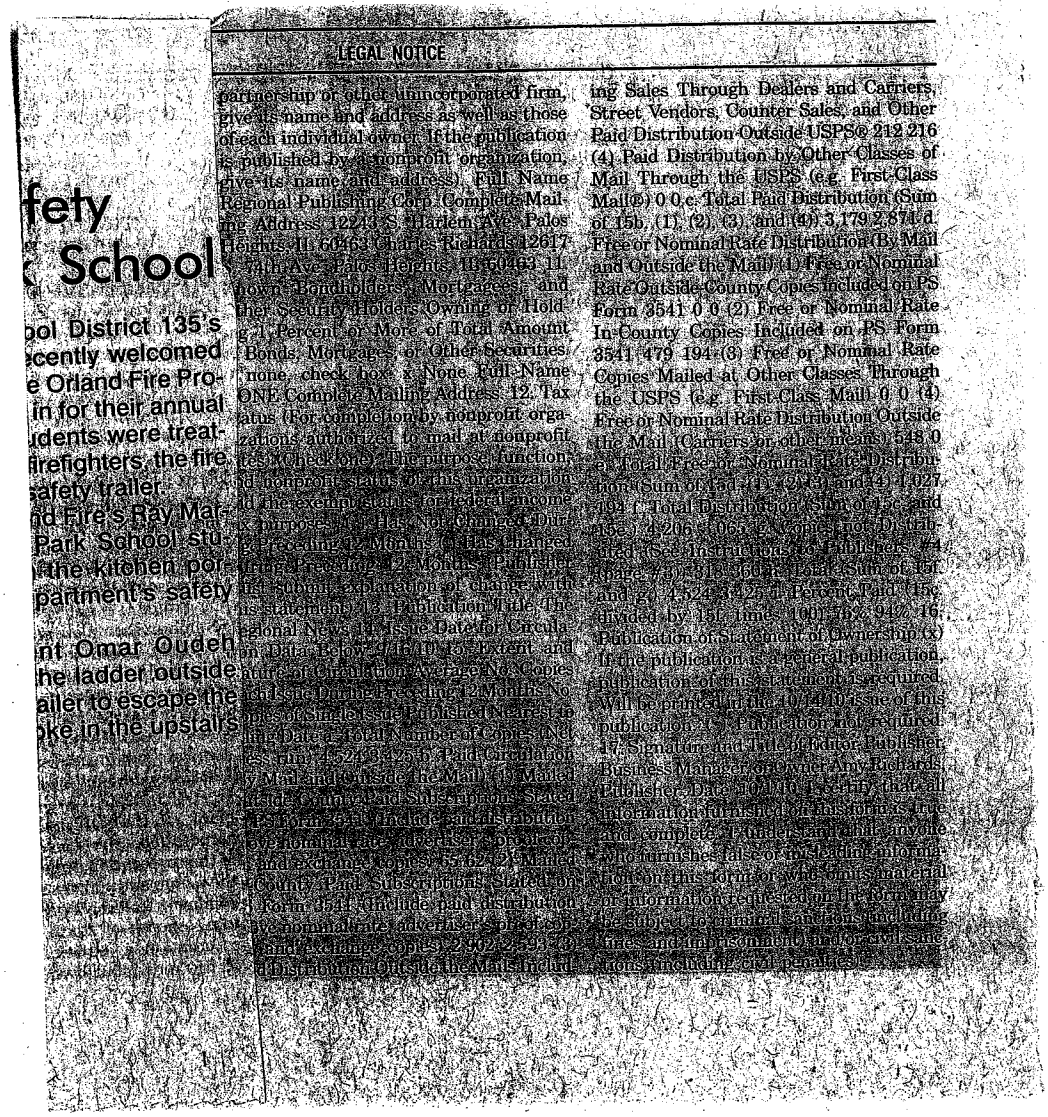
CIRCULATION

THE REGIONAL NEWS

Circulation - 3,985

Breakdown by Town	
Palos Heights, **60463**	1,667
Palos Park, **60464**	870
Orland Park, **60462**	835
Orland Park, **60467**	506
Neighboring Suburbs	107
Breakdown by Township	
Orland Township	1,341
Palos Township	2,528
Worth Township	116

Company Detail	
Company Name	THE REGIONAL NEWS
Address	12243 S HARLEM AVE PALOS HEIGHTS, IL 60463-1431
Contact Name	AMY RICHARDS
Phone Number	(708)448-4000
Profit Indicator	P
PS Form 3607R - Mailing Transaction Receipt	
Permit Holder Permit Number	419260
Permit Holder Permit Type	PE
Permit Holder CRID	6830110
Mailing Agent Name	
Mailing Agent Permit Number & Type	
Mail Owner Name	
Mail Owner Permit Number & Type	
Customer Reference ID	
CAPS Transaction Number	N/A
Class of Mail	Periodicals
Processing Category	Flats
Postage Statement ID	110904270
Mailing Group ID	94329287
Mailer's Mailing Date	04/27/2011
Total Pieces	2,522 pcs.
Weight of a single-piece	0.2570 lbs.
Total Weight	648.1540 lbs.
Total Number of Containers	4
Additional Postage	
Total Postage	$ 291.33
Payment Date and Time	04/27/2011 15:26
Payment Transaction Number	2011117152638 92M1
Transaction Adjusted?	Yes
Person authorizing adjustment	
Name	monica cotter
Phone Number	
Accepted at	WORTH BMEU - 60482-9998
Cost Center	168634-0282
Acceptance Site Mailer ID	
Clerk Initials	CLG
Mail Arrival Date and Time	04/27/2011 15:21



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School
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udents were treat-
firefighters, the fire
safety trailer
nd Fire's Ray Mar-
Park School stu-
the kitchen por-
partment's safety
nt Omar Ouden
he ladder outside
ailer to escape the
oke in the upstairs

LEGAL NOTICE

partnership or other unincorporated firm, give its name and address as well as those of each individual owner. If the publication is published by a nonprofit organization, give its name and address). Full Name / Regional Publishing Corp. Complete Mailing Address 12214 S. Harlem Ave. Palos Heights, IL 60463 Charlie Richards 12617 S. 78th Ave. Palos Heights, IL 60463 11. Known Bondholders, Mortgagees, and Other Security Holders Owning or Holding 1 Percent or More of Total Amount of Bonds, Mortgages or Other Securities. If none, check box → None Full Name Complete Mailing Address 12. Tax Status (For completion by nonprofit organizations authorized to mail at nonprofit rates) (Check one) The purpose, function, and nonprofit status of this organization and the exempt status for federal income tax purposes: Has Not Changed During Preceding 12 Months (Publisher must submit explanation of change with this statement) Has Changed During Preceding 12 Months (Publisher must submit explanation of change with this statement) 13. Publication Title The Regional News 14. Issue Date for Circulation Data Below 15. Extent and Nature of Circulation Average No. Copies Each Issue During Preceding 12 Months No. Copies of Single Issue Published Nearest to Filing Date a. Total Number of Copies (Net Press Run) 4,522 3,425 b. Paid Circulation (By Mail and Outside the Mail) (1) Mailed Outside-County Paid Subscriptions Stated on Form 3541. (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies) 2,902 2,250 (2) Mailed In-County Paid Subscriptions Stated on Form 3541. (Include paid distribution above nominal rate, advertiser's proof copies, and exchange copies) 0 0 (3) Paid Distribution Outside the Mails Including Sales Through Dealers and Carriers, Street Vendors, Counter Sales, and Other Paid Distribution Outside USPS® 212 216 (4) Paid Distribution by Other Classes of Mail Through the USPS (e.g. First-Class Mail®) 0 0 c. Total Paid Distribution (Sum of 15b. (1), (2), (3), and (4)) 3,179 2,874 d. Free or Nominal Rate Distribution (By Mail and Outside the Mail) (1) Free or Nominal Rate Outside-County Copies Included on PS Form 3541 0 0 (2) Free or Nominal Rate In-County Copies Included on PS Form 3541 479 194 (3) Free or Nominal Rate Copies Mailed at Other Classes Through the USPS (e.g. First-Class Mail) 0 0 (4) Free or Nominal Rate Distribution Outside the Mail (Carriers or other means) 548 0 e. Total Free or Nominal Rate Distribution (Sum of 15d. (1), (2),(3) and (4)) 1,027, 194 f. Total Distribution (Sum of 15c. and 15e.) 4206 3,068 g. Copies not Distributed (See Instructions to Publishers #4 (page #3)) 316 160 h. Total (Sum of 15f. and g.) 4,522 3,425 i. Percent Paid (15c. divided by 15f. times 100) 76% 94% 16. Publication of Statement of Ownership (If the publication is a general publication, publication of this statement is required. Will be printed in the 10/14/10 issue of this publication.) 17. Signature and Title of Editor, Publisher, Business Manager, or Owner Amy Richards, Publisher Date 10/14/10 I certify that all information furnished on this form is true and complete. I understand that anyone who furnishes false or misleading information on this form or who omits material or information requested on the form may be subject to criminal sanctions (including fines and imprisonment) and/or civil sanctions (including civil penalties).

CERTIFICATE OF PUBLICATION

County of Cook)
State of Illinois) ss.

Amy Richards, being first duly sworn on oath, states that she is the publisher of The Regional News, doing business at Palos Heights, County of Cook, and State of Illinois, and that said Regional News is a secular newspaper of general circulation which has been printed regularly and published weekly in the English language in said Community, County, and State for more than one year prior to the first publication of the notice, of which the annexed copy is a true copy, and which has been published in the said newspaper.....one.....time each week for.....one.....successive weeks; that the first publication thereof was on the....14.....day of .....October.....A.D., 2010 and the last publication thereof was on the.....14.....day of.....October....., A.D., 2010.....; that said notice was printed on each of said dates for general distribution, and distributed and generally circulated to all its subscribers and to the general public.

The undersigned further certifies that said newspaper complies with the requirements to publish legal notices as set forth in the current Illinois revised statutes, Chapter 715.

IN WITNESS WHEREOF, the said Amy Richards has hereunto set her hand this.....14.....day of October, A.D., 2010

Amy Richards

Subscribed and sworn to before me this .....14..... day of .....October....., A.D., 2010

Debra L Reneau

Notary Public

ECONOMIC DISCLOSURE STATEMENT
AND EXECUTION DOCUMENT
INDEX

Section	Description	Pages
Instructions	Instructions for Completion of EDS	EDS i - ii
1	MBE/WBE Utilization Plan	EDS 1,2
2	Letter of Intent	EDS 3, 4
3	Petition for Reduction/Waiver of MBE/WBE Participation Goals	EDS 5, 6
4	Certifications	EDS 7, 8
5	Economic and Other Disclosures, Affidavit of Child Support Obligations and Disclosure of Ownership Interest	EDS 9 – 15
6	Sole Proprietor Signature Page	EDS 16a/b/c
7	Partnership Signature Page	EDS 17/a/b/c
8	Corporation Signature Page	EDS 18a/b/c
9	Cook County Signature Page	EDS 19

INSTRUCTIONS FOR COMPLETION OF ECONOMIC DISCLOSURE STATEMENT AND EXECUTION DOCUMENT

This Economic Disclosure Statement and Execution Document ("EDS") is to be completed and executed by every Bidder on a County contract, every party responding to a Request for Proposals or Request for Qualifications "(Proposer"), and others as required by the Purchasing Agent. If the Undersigned is awarded a contract pursuant to the procurement process for which this EDS was submitted (the "Contract"), this Economic Disclosure Statement and Execution Document shall stand as the Undersigned's execution of the Contract.

Definitions. Capitalized terms used in this EDS and not otherwise defined herein shall have the meanings given to such terms in the Instructions to Bidders, General Conditions, Request for Proposals, Request for Qualifications, or other documents, as applicable.

> ***"Affiliated Entity"*** means a person or entity that, directly or indirectly: controls the Bidder, is controlled by the Bidder, or is, with the Bidder, under common control of another person or entity. Indicia of control include, without limitation, interlocking management or ownership; identity of interests among family members; shared facilities and equipment; common use of employees; and organization of a business entity following the ineligibility of a business entity to do business with the County under the standards set forth in the Certifications included in this EDS, using substantially the same management, ownership or principals as the ineligible entity.
>
> ***"Bidder," "Proposer," "Undersigned,"*** or ***"Applicant,"*** is the person or entity executing this EDS. Upon award and execution of a Contract by the County, the Bidder, Proposer, Undersigned or Applicant, as the case may be, shall become the Contractor or Contracting Party.
>
> ***"Proposal,"*** for purposes of this EDS, is the Undersigned's complete response to an RFP/RFQ, or if no RFQ/RFP was issued by the County, the "Proposal" is such other proposal, quote or offer submitted by the Undersigned, and in any event a "Proposal" includes this EDS .
>
> ***"Code"*** means the Code of Ordinances, Cook County, Illinois available through the Cook County Clerk's Office website (http://www.cookctyclerk.com/sub/ordinances.asp). This page can also be accessed by going to www.cookctyclerk.com, clicking on the tab labeled "County Board Proceedings," and then clicking on the link to "Cook County Ordinances."
>
> ***"Contractor"*** or ***"Contracting Party"*** means the Bidder, Proposer or Applicant with whom the County has entered into a Contract.
>
> ***"EDS"*** means this complete Economic Disclosure Statement and Execution Document, including all sections listed in the Index and any attachments.
>
> ***"Lobby"*** or "lobbying" means to, for compensation, attempt to influence a County official or County employee with respect to any County matter.
>
> ***"Lobbyist"*** means any person or entity who lobbies.
>
> ***"Prohibited Acts"*** means any of the actions or occurrences which form the basis for disqualification under the Code, or under the Certifications hereinafter set forth.

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

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

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

Sections 6, 7, 8: **Execution Forms**. The Bidder executes this EDS, and the Contract, by completing and signing three copies of the appropriate Signature Page. Section 6 is the form for a sole proprietor; Section 7 is the form for a partnership or joint venture; and Section 8 is the form for a corporation. Proper execution requires **THREE ORIGINALS**; therefore, the appropriate Signature Page must be filled in, three copies made, and all three copies must be properly signed, notarized and submitted. The forms may be printed and completed by typing or hand writing the information required. The County is in the process of converting these forms into a format that may be downloaded and completed on the user's computer. Once this feature is available, those having the necessary software may follow the instructions set forth below under the heading "Instructions for Completing PDF Forms."

Required Updates. The information provided in this EDS will be kept current. In the event of any change in any information provided, including but not limited to any change which would render inaccurate or incomplete any certification or statement made in this EDS, the Undersigned will supplement this EDS up to the time the County takes action, by filing an amended EDS or such other documentation as is requested.

Additional Information. The County's Governmental Ethics and Campaign Financing Ordinances, impose certain duties and obligations on persons or entities seeking County contracts, work, business, or transactions. For further information please contact the Director of Ethics at (312) 603-4304 (69 W. Washington St. Suite 3040, Chicago, IL 60602) or visit our web-site at www.cookcountygov.com and go to the Ethics Department link. The Bidder must comply fully with the applicable ordinances.

THE REGIONAL NEWS

12243 S. HARLEM AVE. PALOS HEIGHTS, IL 60463-0932 TEL: (708) 448-4000 - FAX: (708) 448-4012

Re: Petition for Waiver of MBE/WBE Requirement

To Whom It May Concern:

Regional Publishing, the parent company of The Regional News, is a family owned businesses owned by Charles Richards. The company also owns the printing facility therefore it would not be possible to utilize MBE/WBE's for the publishing of the legal notices. We do utilize certified WBE/MBE subcontractors in some of the commercial printing we do and we keep copies of the certifications on hand.

Sincerely,

Amy Richards

Amy Richards
Publisher
The Regional News

MBE/WBE UTILIZATION PLAN
Section 1

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

I. **BIDDER/PROPOSER MBE/WBE STATUS:** (check the appropriate line)

_____ Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of appropriate Letter of Certification.)

_____ Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs, (If so, attach copies of Letter(s) of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the Joint Venture and a completed Joint Venture Affidavit – available from the Office of Contract Compliance.)

_____ Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either Directly or Indirectly in the performance of the Contract. (If so, complete Sections II and III).

II. Direct Participation of MBE/WBE Firms

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

MBE/WBE Firm:_____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: $_____

Percent Amount of Participation:_____ %

*Letter of Intent attached? Yes _____ No _____

*Letter of Certification attached? Yes _____ No _____

MBE/WBE Firm: _____

Address: _____

E-mail:_____

Contact Person: _____ Phone: _____

Dollar Amount Participation: $_____

Percent Amount of Participation: _____ %

*Letter of Intent attached? Yes _____ No _____

*Letter of Certification attached? Yes _____ No _____

Attach additional sheets as needed.

***Where goals have not been achieved through Direct Participation, Bidder/Proposer shall include documentation outlining efforts to achieve Direct Participation at the time of Bid/Proposal submission.**

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

NOTE: **This section need not be completed if the MBE/WBE goals have been met through Direct Participation**. However, Indirect Participation will only be considered after all efforts to achieve Direct Participation have been exhausted. Only after written documentation of Good Faith Efforts is received will Indirect Participation be considered.

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

MBE/WBE Firm:_____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: $_____

Percent Amount of Participation: _____%

*Letter of Intent attached? Yes _____ No _____

*Letter of Certification attached? Yes _____ No _____

MBE/WBE Firm: _____

Address: _____

E-mail:_____

Contact Person: _____ Phone: _____

Dollar Amount Participation: $_____

Percent Amount of Participation: _____%

*Letter of Intent attached? Yes _____ No _____

*Letter of Certification attached? Yes _____ No _____

Attach additional sheets as needed.

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

COOK COUNTY LETTER OF INTENT
(Section 2)

FROM MBE/WBE TO PERFORM AS SUBCONTRACTOR, SUPPLIER AND/OR CONSULTANT

Contract Title & Number: _____ / _____

From: _____
(MBE/WBE Firm)

To: _____ and the County of Cook
(Bidder/Proposer Firm)

The Undersigned is prepared to provide the following services, supplies and project in connection with the above named contract (the "Contract"):

Each service performed and /or item supplied will be detailed under Description of Service/Supply and Project with all services/items totaled under Fee/Cost to equal the full dollar amount of the Letter of Intent. ***All services performed and/or supplies provided must be directly related to this specific Cook County contract and must not include any services/supplies related to any other government contract.***

Description of Service/Supply/Project	Fee/Cost	
1._____	$_____	_____%
2._____	$_____	_____%
3._____	$_____	_____%
4._____	$_____	_____%
Total:	**$_____**	**_____%**

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

Upon Penalty of perjury, I _____(*print name*)

the _____(*title*) and duly authorized representative

of the _____(MBE/WBE *firm)* affirm

that the foregoing information is true and correct and the services, supplies, and/or project indicated above will be

supplies/performed for the above indicated total dollar amount $_____ which represents the

above indicated total percentage _____% for the contract amount $_____.

_____ _____/_____/_____
(Signature of affiant) (Date)

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

_____ _____
(Notary's Signature) (Notary Seal)

3.25.11

COOK COUNTY LETTER OF INTENT
FROM BIDDER OR PROPOSER TO COOK COUNTY

Upon penalty of perjury, _____(*print name*),

the _____(*title*) and duly authorized

representative of _____(*Bidder Proposer firm*),

affirm that the foregoing information is true and correct and the services, supplies, and/or project indicated above will

be supplied/performed for the above indicated total dollar amount $_____, which represents the

above indicated total percentage _____% for the contract amount $_____.

_____ _____/_____/_____
(Signature of affiant) (Date)

Subscribed and sworn to before me this _____day of _____, 20_____.

_____ _____
(Notary's Signature) (Notary Seal)

3.25.11

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

A. BIDDER/PROPOSER HEREBY REQUESTS:

[X] **FULL MBE WAIVER**

[X] **FULL WBE WAIVER**

[ ] **REDUCTION (PARTIAL MBE and/or WBE PARTICIPATION)**

_____% of Reduction for MBE Participation

_____% of Reduction for WBE Participation

B. REASON FOR FULL/REDUCTION WAIVER REQUEST

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

[ ] 1) lack of sufficient qualified MBEs and/or WBEs capable of providing the goods or services required by the contract **(please explain)**

[X] 2) the specifications and necessary requirements for performing the Contract make it impossible or economically infeasible to divide the Contract to enable the contractor to utilize MBEs and/or WBEs in accordance with the applicable participation **(please explain)**

[ ] 3) price(s) quoted by potential MBEs and/or WBEs are above competitive levels and increase cost of doing business and would make acceptance of such MBE and/or WBE bid economically impracticable, taking into consideration the percentage of total contract price represented by such MBE and/or WBE bid **(please explain)**

[ ] 4) there are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms **(please explain)**

C. GOOD FAITH EFFORTS TO OBTAIN MBE/WBE PARTICIPATION

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

☐ 1) Made timely written solicitation to identified MBEs and WBEs for utilization of goods and/or services; and provided MBEs and WBEs with a timely opportunity to review and obtain relevant specifications, terms and conditions of the proposal to enable MBEs and WBEs to prepare an informed response to solicitation **(please attach)**

☐ 2) Followed up initial solicitation of MBEs and WBEs to determine if firms are interested in doing business **(please attach)**

☐ 3) Advertised in a timely manner in one or more daily newspapers and/or trade publication for MBEs and WBEs for supply of goods and services **(please attach)**

☐ 4) Use the services and assistance of the Office of Contract Compliance Staff **(please explain)**

☒ 5) Engaged MBEs & WBEs for indirect participation **(please explain)**

D. OTHER RELEVANT INFORMATION

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

CERTIFICATIONS
(SECTION 4)

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

A. PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION

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

1) Has been convicted of an act committed, within the State of Illinois, of bribery or attempting to bribe an officer or employee of a unit of state, federal or local government or school district in the State of Illinois in that officer's or employee's official capacity;

2) Has been convicted by federal, state or local government of an act of bid-rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act. Act. 15 U.S.C. Section 1 *et seq.;*

3) Has been convicted of bid-rigging or attempting to rig bids under the laws of federal, state or local government;

4) Has been convicted of an act committed, within the State, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and the Clayton Act. 15 U.S.C. Section 1, *et seq.;*

5) Has been convicted of price-fixing or attempting to fix prices under the laws the State;

6) Has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois;

7) Has made an admission of guilt of such conduct as set forth in subsections (1) through (6) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to; or

8) Has entered a plea of *nolo contendere* to charge of bribery, price-fixing, bid-rigging, or fraud, as set forth in sub-paragraphs (1) through (6) above.

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

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

B. BID-RIGGING OR BID ROTATING

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

C. **DRUG FREE WORKPLACE ACT**

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

D. **DELINQUENCY IN PAYMENT OF TAXES**

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

E. **HUMAN RIGHTS ORDINANCE**

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

F. **ILLINOIS HUMAN RIGHTS ACT**

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

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

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

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

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

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

1) Not-For Profit Organizations (defined as a corporation having tax exempt status under Section 501(C)(3) of the United State Internal Revenue Code and recognized under the Illinois State not-for -profit law);

2) Community Development Block Grants;

3) President's Office of Employment Training;

4) Sheriff's Work Alternative Program; and

5) Department of Correction inmates.

REQUIRED DISCLOSURES
(SECTION 5)

1. DISCLOSURE OF LOBBYIST CONTACTS

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

Name Address

None

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

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

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

Yes: X No: _____

b) If yes, list business address(es) within Cook County:

12243 S. Harlem Ave., Palos Heights, IL 60463

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

Yes: X No: _____

3. THE CHILD SUPPORT ENFORCEMENT ORDINANCE (PREFERENCE (CODE, CHAPTER 34, SECTION 34-366)

Every Applicant for a County Privilege shall be in full compliance with any child support order before such Applicant is entitled to receive or renew a County Privilege. When delinquent child support exists, the County shall not issue or renew any County Privilege, and may revoke any County Privilege. All Applicants are required to review the Cook County Affidavit of Child Support Obligations attached to this EDS **and** complete the following, based upon the definitions and other information included in such Affidavit:

_____ Applicant has no "Substantial Owner."

OR

X The Cook County Affidavit of Child Support Obligations has been completed by all "Substantial Owners" and is attached to this EDS.

4. REAL ESTATE OWNERSHIP DISCLOSURES.

The Undersigned must indicate by checking the appropriate provision below and providing all required information that either:

a) The following is a complete list of all real estate owned by the Undersigned in Cook County:

PERMANENT INDEX NUMBER(S): _____

_____

_____

(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)

OR:

b) X The Undersigned owns no real estate in Cook County.

5. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.

If the Undersigned is unable to certify to any of the Certifications or any other statements contained in this EDS and not explained elsewhere in this EDS, the Undersigned must explain below:

_____

_____

If the letters, "NA", the word "None" or "No Response" appears above, or if the space is left blank, it will be conclusively presumed that the Undersigned certified to all Certifications and other statements contained in this EDS.

4. **REAL ESTATE OWNERSHIP DISCLOSURES.**

The Undersigned must indicate by checking the appropriate provision below and providing all required information that either:

a) The following is a complete list of all real estate owned by the Undersigned in Cook County:

PERMANENT INDEX NUMBER(S): _____

_____

_____

(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)

OR:

b) X The Undersigned owns no real estate in Cook County.

5. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.

If the Undersigned is unable to certify to any of the Certifications or any other statements contained in this EDS and not explained elsewhere in this EDS, the Undersigned must explain below:

N/A

If the letters, "NA", the word "None" or "No Response" appears above, or if the space is left blank, it will be conclusively presumed that the Undersigned certified to all Certifications and other statements contained in this EDS.

RECEIVED
OFFICE OF THE
PURCHASING AGENT
2011 JUL 11 PM 12:48
PROCUREMENT

3.25.11

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT

The Cook County Code of Ordinances (§2-610 *et seq.*) requires that any Applicant for any County Action must disclose information concerning ownership interests in the Applicant. This Disclosure of Ownership Interest Statement must be completed with all information current as of the date this Statement is signed. Furthermore, this Statement must be kept current, by filing an amended Statement, until such time as the County Board or County Agency shall take action on the application. The information contained in this Statement will be maintained in a database and made available for public viewing.

If you are asked to list names, but there are no applicable names to list, you must state NONE. An incomplete Statement will be returned and any action regarding this contract will be delayed. A failure to fully comply with the ordinance may result in the action taken by the County Board or County Agency being voided.

"*Applicant*" means any Entity or person making an application to the County for any County Action.

"County Action" means any action by a County Agency, a County Department, or the County Board regarding an ordinance or ordinance amendment, a County Board approval, or other County agency approval, with respect to contracts, leases, or sale or purchase of real estate.

"Entity" or *"Legal Entity"* means a sole proprietorship, corporation, partnership, association, business trust, estate, two or more persons having a joint or common interest, trustee of a land trust, other commercial or legal entity or any beneficiary or beneficiaries thereof.

This Disclosure of Ownership Interest Statement must be submitted by :

1. An Applicant for County Action and

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

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

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

This Statement is an: [X] Original Statement or [ ] Amended Statement

Identifying Information:

Name Regional Publishing D/B/A: _____ EIN NO.: 36-224-2892

Street Address: 12243 S. Harlem Ave.

City: Palos Heights State: IL Zip Code: 60463

Phone No.: 708-448-4000

Form of Legal Entity:

[ ] Sole Proprietor [ ] Partnership [XX] Corporation [ ] Trustee of Land Trust

[ ] Business Trust [ ] Estate [ ] Association [ ] Joint Venture

[ ] Other (describe) _____

3.25.11

Ownership Interest Declaration:

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

Name	Address	Percentage Interest in Applicant/Holder
Charles Richards	12617 S. 74th Ave. Palos Heights, IL 60463	100%

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

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

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

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

Name	Address	Percentage of Beneficial Interest	Relationship

Declaration (check the applicable box):

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

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

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

President
Title

Amy Richards
Signature

5/4/11
Date

arichards@regionalpublishing.com
E-mail address

708-448-4000
Phone Number

Subscribed to and sworn before me
this 4 day of May, 2011

My commission expires: 5/6/12

X Debra L Perrone
Notary Public Signature

Notary Seal
OFFICIAL SEAL
DEBRA L PERRONE
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:05/06/12

Ownership Interest Declaration:

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

Name	Address	Percentage Interest in Applicant/Holder
Charles Richards	12617 S. 74th Ave. Palos Heights, IL 60463	100%

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

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

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

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

Name	Address	Percentage of Beneficial Interest	Relationship

RECEIVED OFFICE OF THE PURCHASING AGENT 2011 JUL 11 PM 12:48 PROCUREMENT

Declaration (check the applicable box):

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

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

Amy Richards,
Name of Authorized Applicant/Holder Representative (please print or type)

President
Title

Amy Richards
Signature

5/4/11
Date

arichards@regionalpublishing.com
E-mail address

708-448-4000
Phone Number

Subscribed to and sworn before me this 4 day of May 2011

My commission expires: 5-6-12

x Debra L Perrewe
Notary Public Signature

OFFICIAL SEAL
DEBRA L PERREWE
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:05/06/12

Notary Seal
3.25.11

COOK COUNTY BOARD OF ETHICS
69 W. WASHINGTON STREET, SUITE 3040
CHICAGO, ILLINOIS 60602
312/603-4304 OFFICE
312/603-9988 FAX 312/603-1011 TT/TDD

FAMILIAL RELATIONSHIP DISCLOSURE PROVISION:

Section 2-582 of the Cook County Ethics Ordinance requires any person or persons doing business with Cook County, upon execution of a contract with Cook County, to disclose to the Cook County Board of Ethics the existence of familial relationships they may have with all persons holding elective office in the State of Illinois, the County of Cook, or in any municipality within the County of Cook.

The disclosure required by this section shall be filed by January 1 of each calendar year or within thirty (30) days of the execution of any contract or lease. Any person filing a late disclosure statement after January 31 shall be assessed a late filing fee of $100.00 per day that the disclosure is late. Any person found guilty of violating any provision of this section or knowingly filing a false, misleading, or incomplete disclosure to the Cook County Board of Ethics shall be prohibited, for a period of three (3) years, from engaging, directly or indirectly, in any business with Cook County. *Note*: Please see Chapter 2 Administration, Article VII Ethics, Section 2-582 of the Cook County Code to view the full provisions of this section.

If you have questions concerning this disclosure requirement, please call the Cook County Board of Ethics at (312) 603-4304. *Note*: A current list of contractors doing business with Cook County is available via the Cook County Board of Ethics' website at: http://www.cookcountygov.com/taxonomy/ethics/Listings/cc_ethics_VendorList_.pdf

DEFINITIONS:

"*Calendar year*" means January 1 to December 31 of each year.

"*Doing business*" for this Ordinance provision means any one or any combination of leases, contracts, or purchases to or with Cook County or any Cook County agency in excess of $25,000 in any calendar year.

"*Familial relationship*" means a person who is related to an official or employee as spouse or any of the following, whether by blood, marriage or adoption:

- Parent
- Child
- Brother
- Sister
- Aunt
- Uncle
- Niece
- Nephew
- Grandparent
- Grandchild
- Father-in-law
- Mother-in-law
- Son-in-law
- Daughter-in-law
- Brother-in-law
- Sister-in-law
- Stepfather
- Stepmother
- Stepson
- Stepdaughter
- Stepbrother
- Stepsister
- Half-brother
- Half-sister

"*Person*" means any individual, entity, corporation, partnership, firm, association, union, trust, estate, as well as any parent or subsidiary of any of the foregoing, and whether or not operated for profit.

SWORN FAMILIAL RELATIONSHIP DISCLOSURE FORM

Pursuant to Section 2-582 of the Cook County Ethics Ordinance, any *person* doing business** with Cook County must disclose, to the Cook County Board of Ethics, the existence of *familial relationships** to any person holding elective office in the State of Illinois, Cook County, or in any municipality within Cook County. Please print your responses.

Name of Owner/Employee: Amy Richards Title: President

Business Entity Name: Regional News Phone: 708-448-4000

Business Entity Address: 12243 S. Harlem Ave., Palos Heights, IL 60463

___The following familial relationship exists between the owner or any employee of the business entity contracted to do business with Cook County ***and*** any person holding elective office in the State of Illinois, Cook County, or in any municipality within Cook County.

Owner/Employee Name:	Related to:	Relationship:
1.		
2.		
3.		
4.		
5.		

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

_X_ There is ***no*** familial relationship that exists between the owner or any employee of the business entity contracted to do business with Cook County and any person holding elective office in the State of Illinois, Cook County, or in any municipality within Cook County.

To the best of my knowledge and belief, the information provided above is true and complete.

Amy Richards
Owner/Employee's Signature

5/4/11
Date

Subscribe and sworn before me this 4 Day of May, 2011

a Notary Public in and for Cook County

Debra L Perrewe
(Signature)

NOTARY PUBLIC My Commission expires 5-6-12

SEAL

Completed forms must be filed within [illegible] days of the execution of any contract or lease with Cook County and should be mailed to:

Cook County Board of Ethics
69 West Washington Street, Suite 3040
Chicago, Illinois 60602

EDS-15

OFFICIAL SEAL
DEBRA L PERREWE
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:05/06/12

SIGNATURE BY A CORPORATION
(SECTION 8)

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

BUSINESS NAME: Regional Publishing Corp.

BUSINESS ADDRESS: 12243 S. Harlem Ave.
Palos Heights, IL 60463

BUSINESS TELEPHONE: 708-448-4000 FAX NUMBER: 708-448-4012

CONTACT PERSON: Amy Richards, President

FEIN: 36-224-2892 *IL CORPORATE FILE NUMBER: D3306-027-1

LIST THE FOLLOWING CORPORATE OFFICERS:

PRESIDENT: Amy Richards VICE PRESIDENT: Charles Richards

SECRETARY: Geraldine Richards TREASURER: Geraldine Richards

**SIGNATURE OF PRESIDENT: Amy Richards

ATTEST: G. Richards (CORPORATE SECRETARY)
Geraldine Richards

Subscribed and sworn to before me this

4 day of May, 2011.

X Debra L Perrewe
Notary Public Signature

My commission expires: 5-6-12

OFFICIAL SEAL
DEBRA L PERREWE
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:05/06/12

Notary Seal

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

** **In the event that this Signature Page is signed by any persons than the President and Secretary, attach either a certified copy of the corporate by-laws, resolution or other authorization by the corporation, authorizing such persons to sign the Signature Page on behalf of the corporation.**

COOK COUNTY SIGNATURE PAGE
(SECTION 9)

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

Toni Preckwinkle
PRESIDENT, COOK COUNTY BOARD OF COMMISSIONERS

María de Lourdes Coss
COOK COUNTY PURCHASING AGENT

COOK COUNTY COMPTROLLER

DATED AT CHICAGO, ILLINOIS THIS 21 DAY OF November ,20 11 .

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

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

OMP 11-84-2711 I

OR

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

_____

TOTAL AMOUNT OF CONTRACT: $ 21,828.00
(DOLLARS AND CENTS)

FUND CHARGEABLE:_____

APPROVED AS TO FORM:

_____
ASSISTANT STATE'S ATTORNEY

3.25.11

CHECKLIST
FOR
BID PACKAGE SUBMISSION

Here's a checklist for you to make sure the bid package you submit is complete.

Incomplete bid packages will not be considered for award, so if you have any questions, please contact VendorServices@cookcountygov.com, but be sure to allow enough time for us to receive your inquiry and reply.

In the bid package you are submitting, make sure you:

- INCLUDE the following sections of the contract in the following order:
  - Cover Page
  - Instructions to Bidders (Index and Section IB)
  - General Conditions (Index and Section GC)
  - Special Conditions (Section SC)
  - Specifications (Section S)
  - Site Inspection Form (if applicable) (Section SI)
  - Proposal (Section P)
  - Economic Disclosure Forms (Index and Section EDS)

- SIGN, ATTEST, AND NOTARIZE all three (3) Execution pages (Either Execution by a Sole Proprietor, Execution by a Partnership, or Execution by a Corporation, whichever applies to you.)

- PRINT the envelope template

- FILL OUT the requited information sections as indicated on the envelope template

- Tape the completed label to the front of a 10" x 13" envelope

Make sure you submit your bid envelope on or before the Bid Opening Date and Time indicated on the bid envelope

Make sure you deposit your bid envelope at the location indicated on the bid envelope
Bid envelopes submitted late or deposited in the wrong location will not be considered for award

Good Luck!!!

TONI PRECKWINKLE
PRESIDENT

MARIA DE LOURDES COSS
PURCHASING AGENT

118 N. CLARK STREET
ROOM 1018
CHICAGO, ILLINOIS 60602
TEL: 312-603-5370
FAX: 312-603-3179

ADDENDUM NO. 1

DATE: APRIL 28, 2011

PUBLICATION OF LEGAL NOTICES IN COMMUNITY AND NEIGHBORHOOD NEWSPAPERS
FOR
VARIOUS COOK COUNTY AGENCIES

CONTRACT NO. OMP-11-84-2711

TO: ALL BIDDERS OF RECORD

SUMMARY – GENERAL

A. GENERAL: THIS ADDENDUM REVISES BID DOCUMENTS. THIS ADDENDUM IS ISSUED TO BIDDERS OF RECORD PRIOR TO EXECUTION OF CONTRACT, AND FORMS A PART OF CONTRACT DOCUMENTS AND MODIFIES PREVIOUSLY ISSUED DOCUMENTS. INSOFAR AS PREVIOUSLY ISSUED CONTRACT DOCUMENTS ARE INCONSISTENT WITH MODIFICATIONS INDICATED BY THIS ADDENDUM, MODIFICATIONS INDICATED BY THIS ADDENDUM SHALL GOVERN. WHERE ANY PART OF THE CONTRACT DOCUMENTS ARE MODIFIED BY THIS ADDENDUM, ALL UNALTERED PROVISIONS SHALL REMAIN IN EFFECT.

B. BID FORM: ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN SPACE PROVIDED ON BID FORM ON THE PROPOSAL PAGE. FAILURE TO DO SO WILL SUBJECT BIDDER TO DISQUALIFICATION.

C. ATTACHMENTS: THE ADDENDUM INCLUDES ATTACHMENTS DESCRIBED IN THIS ADDENDUM. ONE COPY OF EACH ATTACHMENT IS ISSUED WITH THIS ADDENDUM, UNLESS OTHERWISE INDICATED. CHECK RECEIPT OF ATTACHMENTS ISSUED WITH THIS ADDENDUM.

D. FILING: INSERT ATTACHMENTS IN RESPECTIVE CONTRACT DOCUMENT IN CORRECT SEQUENCE AND LOCATION. REVISE SPECIFICATION CONTENTS AND DRAWING LIST TO REFLECT MODIFICATIONS OF THE ADDENDUM, AS APPLICABLE.

E. Questions:

Question 1: Does the County plan to include other foreign language publications?

Answer: Yes, all other non-English publications are allowed to bid.

Question 2: What requirement period is needed for publication?

Answer: Local newspapers must be weekly publications.

Question 3: Can a publisher bid more than one newspaper?

Answer: If a publisher wants to bid for multiple newspapers, the publisher must bid each individual paper.

Question 4: Where specifically in the news section of the paper will the ads go?

Answer: The ads need to be placed in the local Metro section of the paper.

Question 5: For the election ad sample/example, is it the actual size?

Answer: Yes, this is the actual size of the ad.

F. Changes:

ITEM NO. 1 – SPECIAL CONDITIONS PAGES

CHANGE FROM: REMOVE THE SPECIAL CONDITION PAGES SC-1

CHANGE TO: INSERT THE ATTACHED SPECIAL CONDITION PAGES SC-1A.

ITEM NO. 2 – SPECIFICATION PAGES

CHANGE FROM: REMOVE THE SPECIFICATION PAGES S-1, S-2, S-3, S-4, S-5, AND S-6

CHANGE TO: INSERT THE ATTACHED SPECIFICATIONS PAGES S-1A, S-2A, S-3A, S-4A, S-5A, S-6A, S-7 AND S-8.

ITEM NO. 3 – PROPSAL PAGES

CHANGE FROM: REMOVE THE PROPSAL PAGE P-1,

CHANGE TO: INSERT THE ATTACHED PROPSAL PAGE P-1A.

ORIGINATED BY:
Daniel Gizzi
SPECIFICATIONS ENGINEER

MARIA DE LOURDES COSS, CPPO
PURCHASING AGENT
OF COOK COUNTY

TONI PRECKWINKLE
PRESIDENT

MARIA DE LOURDES COSS
PURCHASING AGENT

118 N. CLARK STREET
ROOM 1018
CHICAGO, ILLINOIS 60602
TEL: 312-603-5370
FAX: 312-603-3179

ADDENDUM NO. 2

DATE: MAY 3, 2011

PUBLICATION OF LEGAL NOTICES IN COMMUNITY AND NEIGHBORHOOD NEWSPAPERS
FOR
VARIOUS COOK COUNTY AGENCIES

CONTRACT NO. OMP-11-84-2711

TO: ALL BIDDERS OF RECORD

SUMMARY – GENERAL

A. GENERAL: THIS ADDENDUM REVISES BID DOCUMENTS. THIS ADDENDUM IS ISSUED TO BIDDERS OF RECORD PRIOR TO EXECUTION OF CONTRACT, AND FORMS A PART OF CONTRACT DOCUMENTS AND MODIFIES PREVIOUSLY ISSUED DOCUMENTS. INSOFAR AS PREVIOUSLY ISSUED CONTRACT DOCUMENTS ARE INCONSISTENT WITH MODIFICATIONS INDICATED BY THIS ADDENDUM, MODIFICATIONS INDICATED BY THIS ADDENDUM SHALL GOVERN. WHERE ANY PART OF THE CONTRACT DOCUMENTS ARE MODIFIED BY THIS ADDENDUM, ALL UNALTERED PROVISIONS SHALL REMAIN IN EFFECT.

B. BID FORM: ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN SPACE PROVIDED ON BID FORM ON THE PROPOSAL PAGE. FAILURE TO DO SO WILL SUBJECT BIDDER TO DISQUALIFICATION.

C. ATTACHMENTS: THE ADDENDUM INCLUDES ATTACHMENTS DESCRIBED IN THIS ADDENDUM. ONE COPY OF EACH ATTACHMENT IS ISSUED WITH THIS ADDENDUM, UNLESS OTHERWISE INDICATED. CHECK RECEIPT OF ATTACHMENTS ISSUED WITH THIS ADDENDUM.

D. FILING: INSERT ATTACHMENTS IN RESPECTIVE CONTRACT DOCUMENT IN CORRECT SEQUENCE AND LOCATION. REVISE SPECIFICATION CONTENTS AND DRAWING LIST TO REFLECT MODIFICATIONS OF THE ADDENDUM, AS APPLICABLE.

E. Questions:

Question 1: What requirement period is needed for publication?

Answer: Local newspapers must be weekly publications.

F. Changes:

ITEM NO. 2 – SPECIFICATION PAGES

CHANGE FROM: REMOVE THE SPECIFICATION PAGES S-6A

CHANGE TO: INSERT THE ATTACHED SPECIFICATIONS PAGES S-6B.

ORIGINATED BY:
Daniel Gizzi
SPECIFICATIONS ENGINEER

MARIA DE LOURDES COSS, CPPO
PURCHASING AGENT
OF COOK COUNTY

TONI PRECKWINKLE
PRESIDENT

MARIA DE LOURDES COSS
PURCHASING AGENT

118 N. CLARK STREET
ROOM 1018
CHICAGO, ILLINOIS 60602
TEL: 312-603-5370
FAX: 312-603-3179

ADDENDUM NO. 3

DATE: MAY 3, 2011

PUBLICATION OF LEGAL NOTICES IN COMMUNITY AND NEIGHBORHOOD NEWSPAPERS
FOR
VARIOUS COOK COUNTY AGENCIES

CONTRACT NO. OMP-11-84-2711

TO: ALL BIDDERS OF RECORD

SUMMARY – GENERAL

A. GENERAL: THIS ADDENDUM REVISES BID DOCUMENTS. THIS ADDENDUM IS ISSUED TO BIDDERS OF RECORD PRIOR TO EXECUTION OF CONTRACT, AND FORMS A PART OF CONTRACT DOCUMENTS AND MODIFIES PREVIOUSLY ISSUED DOCUMENTS. INSOFAR AS PREVIOUSLY ISSUED CONTRACT DOCUMENTS ARE INCONSISTENT WITH MODIFICATIONS INDICATED BY THIS ADDENDUM, MODIFICATIONS INDICATED BY THIS ADDENDUM SHALL GOVERN. WHERE ANY PART OF THE CONTRACT DOCUMENTS ARE MODIFIED BY THIS ADDENDUM, ALL UNALTERED PROVISIONS SHALL REMAIN IN EFFECT.

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D. FILING: INSERT ATTACHMENTS IN RESPECTIVE CONTRACT DOCUMENT IN CORRECT SEQUENCE AND LOCATION. REVISE SPECIFICATION CONTENTS AND DRAWING LIST TO REFLECT MODIFICATIONS OF THE ADDENDUM, AS APPLICABLE.

E. Questions:

Question 1: Do the MBE/WBE requirements apply to this contract?

Answer: **No. There are not any MBE/WBE requirements for this contract. However, if your firm is certified as a MBE/WBE please complete EDS-1 through EDS-6 also.**

ORIGINATED BY:
Daniel Gizzi
SPECIFICATIONS ENGINEER

MARIA DE LOURDES COSS, CPPO
PURCHASING AGENT
OF COOK COUNTY